



**A.B. WON PAT**  
INTERNATIONAL AIRPORT AUTHORITY, GUAM  
ATURIDAT PUETTON BATKON AIREN GUAHAN ENTENASIONAT

P.O. Box 8770  
Tamuning, GU 96931

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**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE  
A.B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM  
Friday, December 27, 2013, 3:00p.m.  
GIAA TERMINAL CONFERENCE ROOM #3**

**1. CALL TO ORDER AND ATTENDANCE**

The December 27, 2013, regular meeting of the Board of Directors of the A.B. Won Pat International Airport Authority, Guam ("GIAA" or the "Authority") was called to order by Chairman Untalan at 3:01p.m. at the GIAA Terminal Conference Room #3, 355 Chalan Pasaheru, Tamuning, Guam, 96913.

**Directors Present:**

Edward G. Untalan  
Martin Gerber  
Rosalinda A. Tolan  
Pedro P. Ada III  
Gurvinder Sobti

**Offices or positions:**

Chairman

**Directors Absent:**

Jesus Q. Torres  
Lucy M. Alcorn (Excused)

Vice Chairman

**GIAA Officials:**

Charles H. Ada II  
Peter Roy Martinez  
Ann Bautista  
Frank R. Santos  
Jean M. Arriola  
Gerard Bautista

Executive Manager  
Deputy Executive Manager  
Assistant Comptroller  
Business and Financial Consultant  
Air Services Manager  
Air Terminal Manager

Janalynn Cruz Damian, Esq.

GIAA 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 these minutes.



AMERICAN ASSOCIATION  
OF AIRPORT EXECUTIVES



**NASAO**  
National Association of State Aviation Officials



**2. APPROVAL OF AGENDA**

The Chairman asked if there were any changes to the agenda. On motion duly made by Director Ada, seconded by Director Tolan, the agenda was amended as follows: Signage Policy – Non-Commercial was requested by the Executive Manger to be tabled as a draft Policy is still being drawn up.

**3. APPROVAL OF MINUTES**

**A. November 27, 2013 Regular Meeting**

The next item on the agenda was approval of the minutes of the November 27, 2013 regular meeting. Chairman Untalan requested that the minutes be tabled as Legal Counsel has not had a chance to review them.

**4. CORRESPONDENCE**

No Correspondence presented.

**5. OLD BUSINESS**

The next item on the agenda was Old Business.

**A. Status of Capital Improvement Projects**

The first matter discussed was the Status of Capital Improvement Projects. Mr. Frank Santos, Business and Financial Consultant informed the Board that he was deferring until next month to give his full consolidated report on federally funded projects, bond projects, and other capital improvement projects.

Mr. Santos provided a brief update on the, Arrival Corridor with Seismic Upgrades project. The Airport received eight (8) proposals in response to the design RFP, and the proposals are being evaluated. Mr. Santos added that this is a key project and Management is taking steps to ensure that cost estimates are refined and there is sufficient funding. Management requested that the Board call a Special meeting in mid-January to address the award of that RFP. At that special meeting, Mr. Santos also requested that the Board consider a time sensitive issue relative to the refinancing of the Authority's Energy Efficiency loan. At the last meeting, the Board had approved extending the interest only payments until January, with the expiring date for that being January 24, 2014.

Mr. Santos provided a brief update to the Board on other current projects to include the Airport Fire Alarm System, stating that the fire suppression system is replacement of key areas and that the project cost is estimated at \$2.4M.

Mr. Santos went on to add that next month the Indefinite Delivery Indefinite Quantity (IDIQ) RFP will be issued and with that RFP the Authority will award a number of smaller projects, which hopefully will be awarded in February 2014. He added that in terms of getting an update on all the projects, possibly mid-January at the very least.

Discussion followed relative to regulations for calling a Special Board meeting in mid-January to address the items mentioned.

Chairman Untalan suggested an 'Industry Day' to give contractors notification of upcoming projects, which would be good for public relations.

**B. Signage Policy – Non-Commercial (*Tabled*)**

**6. NEW BUSINESS**

The next item on the agenda was New Business.

**A. Approval of Award for Environmental Consulting Services – RFP No. GIAA-004-FY14**

The first matter discussed was approval of award of the Environmental Consulting Services contract, RFP No. GIAA-004-FY14. The Executive Manager informed the Board that a Request for Proposals was announced to solicit proposals from professional environmental consulting firms to assist GIAA in the management of its environmental programs. The preliminary scope of work includes, but is not limited to, monitoring storm water discharge in accordance to NPDES permit requirements, evaluation of existing oil/water separators, evaluation of surface drainage and detention pond system, and sampling and analyses of storm water in UIC wells.

A total of twelve (12) firms picked-up a RFP package, however, only four (4) firms submitted proposals before the established deadline. After receipt of all proposals, an Evaluation Committee was established to perform an independent evaluation of the proposals to determine the best qualified proposer based on the evaluation criteria set forth in the RFP. As a result of the evaluation committee's tabulation, the selected firms in order of their ranking are as follows:

1. Proposer A
2. Proposer D

3. Proposer C
4. Proposer B

Management recommends the approval of the ranking results and the contract award to Proposer A, as the highest ranked proposer, subject to negotiations of fair and reasonable fees. In the event that the negotiations prove unsuccessful, GIAA Management will enter negotiations with the next highest ranked proposer.

Chairman Untalan requested that the Board be given the opportunity to review the proposals submitted. Ms. Janalynn Damian, Legal Counsel explained why a letter designation was used, stating that under the Procurement Law the names of the proposers are required to be kept confidential and the non-winning proposals are never made public, so until the award is finished the names of the proposers will remain confidential.

Chairman Untalan inquired on the amount of the contract. The Executive Manager replied that the contract is not to exceed \$300,000.00 - \$400,000.00 per year for a term of five (5) years.

After further discussion, on motion duly made by Director Ada, seconded by Director Sobti, the following resolution was unanimously approved:

**Resolution No. 14-19**

The Board hereby approves the ranking results and contract award to Proposer A, as the highest ranked proposer for the Environmental Consulting Services, RFP No. GIAA-004-FY14, subject to negotiation of fair and reasonable fees and legal review. If negotiations prove unsuccessful, Management can enter into negotiations with the next highest ranked proposer.

Executive Manager Ada then announced that Proposer A is PCR Environmental.

Director Ada inquired if the current contractor's, PCR Environmental, prior contract was for five (5) years also. Management replied yes.

**7. REPORT OF EXECUTIVE MANAGER**

The next item on the agenda was the report of the Executive Manager. The Executive Manager reported on various matters concerning airline and charter operations, to include China Air and Dynamic Air planning to conduct charters for Chinese Winter and Chinese New Year. Eva Air, Korean Air, China Airlines and United Airlines will offer direct charter flights from Japan cities to Guam from December 27, 2013 to January 3, 2014.

Management provided the Board with a list of 2013 Accomplishments and Management's Goals and Objectives for 2014 ("Go 2014") for the Board's review and information. The Executive Manager commended all of the Authority's Managers and respective divisions on all of their efforts in achieving these accomplishments for the fiscal year. Chairman Untalan inquired on the annual evaluation of the Executive Manager and if it was due. The Executive Manager responded yes. The Chairman informed the Manager that the Board will work with Director Tolan on completing that evaluation. The Executive Manager added that Management appreciates the Board members setting higher standards, and noted the importance of forming additional subcommittees such as Legislative/Regulatory and Air Service Development, as a lot of the challenges that the Airport will be facing moving forward will fall within those subcommittees. The Executive Manager informed the Board that Director Ada has already made contact with Management for the first Air Service Development committee meeting. Chairman Untalan noted that one of the challenges the Airport will face in 2014 is that the specialty retail concession improvements will be completed by March 2014, and there needs to be a plan to bring the rest of the Airport up to par with the new renovations. Discussion followed relative to projects that the Airport is requiring, to include the Airport's Strategic Plan.

Director Tolan inquired on the status of the restroom renovations. The Executive Manager informed the Board that the Project Manager for Black Construction reported that the restrooms near Gate 9 should be completed within the first quarter. Director Tolan inquired on the number of restrooms to be renovated. The Executive Manager informed the Board that there are six (6). The Manager expressed to the Board some of the challenges the Airport is having with regard to the cleaning of the restrooms.

Mr. Santos was asked to give an update on the Tiyan Parkway. He informed the Board of a conference call earlier that same day with FAA, DPW, Department of Land Management, the Governor's Office, and GIAA. He stated that things are moving forward; documents are being prepared for the release of the Authority's land for the Parkway. On Tuesday, January 31, 2013 at 10:00 a.m. there will be a ceremony to demolish the former GPD facility. The appraisal of the Airport property should be completed by Monday, December 30, 2013, and is estimated between \$75.00 to \$100.00 per square meter; with \$100.00 being the highest and this is for the purchase of a perpetual easement. In terms of land purchases, the Land Purchase Agreements are already being drafted by the Attorney General, the signing ceremony will be Monday, December 30, 2013.

## **8. REPORT OF THE COMPTROLLER**

The next item on the agenda was the report of the Comptroller. Ms. Ann Bautista, Assistant Comptroller, provided a report to the Board on the Revenues and Expenses of the Authority as of November 30, 2013. Ms. Bautista reported that year-to-date Total Signatory Revenues are below budgeted revenues by -1.7%, year-to-date Total Concession Revenues are above budget estimates by 1.5% and Passenger Facility Charges are below budget estimates by -1.9%. Further, year-to-date Total Other Revenues, inclusive of non-signatory and non-airline revenues, are below the budget estimate by -6.0%. Year-to-date Total Operating Revenues Actual of \$10.5M is -1.8% below the budget estimate of \$10.7M. Year-to-date Total Operating Expenses are below budget by -17.6%. The actual year-to-date Net Revenues from Operations of \$4.94M reflects an increase of 25.1% over the year-to-date budgeted amount of \$3.95M. The Authority's year-to-date results for Debt Service Coverage is at 1.37 versus the requirement of 1.25.

Chairman Untalan inquired if the charter flights mentioned in the Executive Manager's Report were included in the revenue projection. Ms. Bautista replied no. Chairman Untalan inquired if the Debt Coverage Ratio is inclusive of the First Hawaiian Bank loan payment. Ms. Bautista responded yes.

Ms. Bautista referenced Accounts Receivables and Accounts Payable, stating that those over ninety (90) days are already being referred to Legal, most are current receivables therefore they are expected to be received toward the end of the month. Director Ada noted on the report there are three accounts with Legal, and asked what triggers an account being referred to Legal. Ms. Bautista replied that after Accounting has exerted their efforts, Management will assist, by referring it to Legal. Chairman Untalan asked for clarification, if a Concessionaire falls ninety (90) days past due, what is the process. Ms. Bautista replied that first a notice is given for collection, then a second notice after thirty days (30), and then Management will assist. Ms. Jean Arriola added that a courtesy reminder is given, then five (5) days' notice, followed by legal proceedings.

Director Tolan inquired on the Holiday Illumination project, asking what happens to the light fixtures. Ms. Arriola replied that the contract is for installation and removal.

Director Ada at this time informed the Board that he has been in communication with Airports Council International (ACI) relative to a Peer Review; it is a service that ACI offers, by coming to Guam, and seeing how GIAA compares to similar sized Airports. Chairman Untalan inquired if a Peer Review has ever been done before. The Executive Manager responded not that he is aware of. Director Ada added that there is an Asia-Pacific division located in Hong Kong that could assist with a peer review.

## **9. EXECUTIVE SESSION**

Upon written recommendation of counsel, on motion duly made by Director Tolan and seconded by Director Sobti, and unanimously approved, at 3:47 p.m. the Board recessed regular session. The Board convened executive session at 3:57 p.m. to discuss pending litigation.

On motion duly made by Director Ada, seconded by Director Tolan and unanimously approved, Executive Session adjourned at 4:10 p.m., at which time the Board reconvened the regular session.

## **10. PUBLIC COMMENTS**

The next item on the agenda was Public Comments. Chairman Untalan called upon any public member wishing to make comments. There were none.

At this time the Executive Manager informed the Board of an item he would like to bring to the Board's attention. He stated that October 2013 the Administration paid out the last 10% salary increment of the required 40% salary increase for Law Enforcement personnel, which applies to the Airport Police and ARFF divisions. The law requires four consecutive 10% salary increments, but the Authority deferred payment on the last increment and Management is now seeking authority to pay the retroactive payments for the deferred increment. Management is looking at the retroactive payments as an obligation for FY2013, at an estimated amount of \$700,000.00 to \$800,000.00 for the two (2) divisions.

The Chairman informed the Board that he had asked the Comptroller to update and revise the budget, to include the new Debt Service Schedule for both the Bonds and the Loan, and bringing in the revised budget to the Board for approval. The Comptroller was working on making certain adjustments to be able make the Debt Service Schedule without increasing the emplaned passenger cost, and with any additional costs outside of that it is going to adversely affect the financials of the Authority.

Ms. Arriola added that the law requires that 10% increments be implemented consecutively from 2009 to 2012. Discussion followed relative to the Authority's Law Enforcement personnel salaries compared to outside Law Enforcement.

The Chairman expressed how tight the revised budget would be after the new Debt Schedule was included. Director Ada inquired on when it was due. The Executive Manager stated that it would be a continuing liability from FY2011.

Chairman Untalan informed Management that the Board would review it. If it is something that the Authority is legally bound to, they would have to find \$800,000.00 of cuts somewhere. Discussion followed relative to budget areas that could absorb the amount. The Chairman called for any comments from the Board. Director Tolan stated as long as the Authority has the funds available it should be paid. The Chairman informed the Board that he would work with Management and advise the Board accordingly.

After further discussion, on motion duly made by Director Ada, seconded by Director Sobti, the following resolution was unanimously approved:


**Resolution No. 14-20**


The Board hereby authorizes the Chairman of the Board to review and advise Management on how to proceed on the retroactive payments owed to GIAA's Law Enforcement divisions.

**11. ADJOURNMENT**


There being no further business to address before the Board, on motion duly made by Director Tolan, seconded by Director Sobti, unanimously approved, at 4:38 p.m., the meeting was adjourned.

Dated this 7<sup>th</sup>, day of March, 2014.

  
\_\_\_\_\_  
Edward G. Untalan  
Chairman

Attest:  
  
\_\_\_\_\_  
Gurvinder Sobti  
Secretary

Prepared and Submitted By:

  
\_\_\_\_\_  
Amanda O'Brien-Rios  
Corresponding Secretary





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## **BOARD OF DIRECTORS REGULAR MEETING**

**3:00 p.m., Friday, December 27, 2013**

**GIAA TERMINAL CONFERENCE ROOM #3**

### Public Notice

#### First Notice:

Marianas Variety – December 20, 2013

Pacific Daily News – December 20, 2013

Notice to Media – December 20, 2013

#### Second Notice:

Marianas Variety – December 24, 2013

Notice to Media – December 24, 2013

## **AGENDA**

1. Call to Order and Attendance
2. Approval of Agenda
3. Approval of Minutes
  - A. November 27, 2013 Regular Meeting
4. Correspondence
5. Old Business
  - A. Status of Capital Improvement Projects
  - B. Signage Policy – Non-Commercial (*Tabled*)
6. New Business
  - A. Approval of Award for Environmental Consulting Services – RFP No. GIAA-004-FY14
7. Report of Executive Manager
8. Report of the Comptroller
9. Executive Session
10. Public Comments
11. Adjournment



AMERICAN ASSOCIATION  
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A.B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM

BOARD OF DIRECTORS REGULAR MEETING

3:00 P.M., FRIDAY, DECEMBER 27, 2013

GIAA TERMINAL CONFERENCE ROOM #3

SIGN IN SHEET

<u>PRINT NAME</u>	<u>COMPANY/AGENCY</u>
1. <u>JOHN MARRION</u>	<u>GIAA</u>
2. <u>FRANK SANTOS</u>	<u>GIAA DEQ</u>
3. <u>Craig Cruz</u>	<u>OTIS</u>
4. <u>JOHN SULIO</u>	<u>OTIS</u>
5. <u>ARNEL FRANCISCO</u>	<u>OTIS</u>
6. <u>BENNY BATA</u>	<u>ARFF</u>
7. <u>FRANK P. TAITANO</u>	<u>GIAA ADMIN</u>
8. <u>J.G. JABUANA</u>	<u>GIAA</u>
9. <u>Gerard Bautista</u>	<u>GIAA</u>
10. <u>JOE SIR!</u>	<u>KIAMI NEWS</u>
11. <u>ERIC ADA</u>	<u>GIAA</u>
12. <u>JOE SANCHEZ</u>	<u>BTAA (APD)</u>
13. <u>Austin Chaco</u>	<u>GIAA</u>
14. <u>ANDY BARTON</u>	<u>ACCU. (GIAA)</u>
15. <u>EDWARD MORA</u>	<u>GIAA</u>
16. _____	_____
17. _____	_____
18. _____	_____
19. _____	_____

# Bridges out for bid

By Jasmine Stole  
jasmine@mvqguam.com  
Variety News Staff

THE Department of Public Works is soliciting bids from contractors for the reconstruction of the Bile and Pigua bridges along Route 4 in Merizo. Bids are due Jan. 15, 2014. The bid calls for the replacement and widening of both bridges and denotes the approximate constructed value to be between \$1 million and \$5 million. The contract is expected to last 450 days.

Joaquin Blaz, DPW acting highway administrator, said the entire structure needs replacing, including the foundation and superstructure of both bridges.

The bridges' concrete beams have broken into fragments, exposing the steel reinforcement bars, which have also experienced corrosion. Both bridges have also undergone wood rot in the deck of the structure and erosion because of stream flow and ocean surges, Blaz said.

A single-lane temporary bridge is currently in place so that traffic may flow through the area. "But even that structure is at risk of being damaged by high water and ocean surges," Blaz said.

The plan for the restoration and widening of the new

bridges has been drawn up by Duenas, Camacho and Associates Inc. Currently, the Pigua bridge is 21 feet wide. Blaz said after the reconstruction, each bridge will have two new lanes that will be 12 feet wide, two shoulders that will be six feet wide and the entire bridge will be 36 feet wide between the faces of the bridge barriers.

DPW follows guidelines instituted by the Federal Highway Administration and the American Association of State Highway and Transportation Officials when developing new roadway structures, Blaz said.

"The new structures will significantly improve safety for travelers," he said. In addition to steady two-way flow of traffic, Blaz said the improved structures will be able to support full legal loads and will have a greater resistance to being washed out in the event of stream flooding or ocean surges.

Blaz said DPW will be maintaining the bridges after the construction and that the department regularly inspects the island's bridges. It is through this systematic inspection that DPW decided the Bile and Pigua bridges were in stark need for reconstruction.

# GLUC rejects condo's zone variance

By Jasmine Stole  
jasmine@mvqguam.com  
Variety News Staff

A MAJORITY of Guam Land Use Commission members voted against a proposed condominium zone variance at the GLUC meeting on Dec. 12.

The developers, Can Pacific LLC, requested the variance to construct a building with six stories and 36 units, including a parking lot with 84 stalls. This request was rejected by the GLUC.

Marvin Aguilar, GLUC chief planner, said more than half of the commission members felt the application for the zone variance did not meet the requirements of the law in terms

of justifying the variance. Property owners in the area expressed opposition to the proposed zone variance. Residents were concerned the suggested parking lot would lead to an increase in traffic congestion in the area, which could devalue the surrounding property.

of justifying the variance.

Property owners in the area expressed opposition to the proposed zone variance. Residents were concerned the suggested parking lot would lead to an increase in traffic congestion in the area, which could devalue the surrounding property.

The area where the structure was to be built, which is in East Hagåtña near Shirley's Coffee Shop, is a "multiple dwelling

zone." Can Pacific is able to build a 36-unit structure without a zone variance; provided the building is no more than three stories high.

In its application for zone variance, the developers wrote that "the building is to be constructed and that such building will not interfere with or adversely affect the surrounding property owners' or public's right to an untrammelled use of the beach and its natural beauty."

# Suspect violates release, sent back to jail

By Gina Tabonares-Relly  
gina@mvqguam.com  
Variety News Staff

A MALE defendant who was on pretrial release was ordered by the federal court to serve five days' imprisonment after he tested positive for illegal drugs.

Raymond Taison Cruz was in the District Court yesterday after the U.S. Probation Officer assigned to supervise him requested a warrant following reports of pretrial release violations.

Cruz was indicted with Lucille Lefever and Tanya Lynn Manibusan on 23 counts of identity theft and fraud charges.

After entering a plea of not guilty he was granted pretrial release with conditions.

On July 11 the probation officer filed a petition to revoke pretrial release based on an

alleged admission of drug and alcohol use by the defendant. He was admonished by the court for his alleged misconduct and was allowed continued release while waiting for his April 8, 2014 trial.

One of the special conditions for Cruz's release is his participation in a mental health assessment and recommended treatment. However, the defendant failed to appear at Marianas Psychiatric Services for a scheduled drug test on Dec. 12. He denied the use of illicit substances but later allegedly admitted smoking the drug "ice" and consuming large amounts of water with baking soda in an effort to mask the drug and flush the substance from his system.

In addition, the defendant, according to his probation offi-

cer, failed to attend counseling sessions at MPS on Sept. 4, 28 and Oct. 17, 26 and 31.

Cruz also failed to appear for drug testing on several occasions.

His co-defendant, Manibusan, was also sent to jail for 10 days after violating her release conditions in August.

She entered a plea agreement and pled guilty to aggravated identity theft on July 27, 2012 and admitted that she and Cruz defrauded financial institutions, customer credit card holders and merchants.

She was granted a pretrial release with conditions and was ordered to participate in a substance abuse program.

It was the second time Manibusan was ordered by the court to spend time in jail for violating her pretrial release conditions.

On Dec. 28, 2012, a violation petition was filed by the U.S. Probation Office after Manibusan's drug tests rendered positive results. She was ordered to spend a week in jail from Feb. 1 to 7.

The three allegedly obtained approximately \$22,550 worth of goods and services for themselves and others.

The list of alleged victims includes the Guam Power Authority, the Guam Waterworks Authority, SandCastle and Napa Auto Parts.

According to Variety news files, Lefever, Cruz and Manibusan were arrested in April 2011 in connection with house and vehicle break-ins.

Police officers learned at the time that the three allegedly stole credit cards that were being used at various locations for gas purchases, online purchases and online payments to GPA and GWA.

## MICRONESIAN COMMUNITY DEVELOPMENT CORPORATION

(Formerly Micronesia Self-Help Housing Corporation)  
P.O. Box 27658 Barrigada, Guam 96921

### BALANCE SHEETS

ASSETS:	2011	2010
Cash	\$ 248,331	\$ 366,538
Fixed Assets	69,130	76,576
Land held for resale	\$1,564,027	\$1,460,328
<b>TOTAL ASSETS</b>	<b>\$1,881,488</b>	<b>\$1,903,442</b>
<b>LIABILITIES:</b>		
Accounts Payable	\$ 331,503	\$252,838
Other liabilities	893,422	
Long-term Liabilities		93,278
<b>Total Liabilities</b>	<b>1,224,925</b>	<b>346,116</b>
<b>Net Assets</b>	<b>656,563</b>	<b>1,557,326</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$1,881,488</b>	<b>\$1,903,442</b>

### INCOME STATEMENTS

	2011	2010
<b>REVENUES:</b>		
Grant revenue	\$ 60,670	\$
Other Income	165,020	481,189
<b>TOTAL INCOME</b>	<b>225,690</b>	<b>481,189</b>
<b>Total General and Administrative Expenses</b>	<b>153,832</b>	<b>84,078</b>
Change in Net Assets	71,858	397,111
<b>Net Assets at Beginning of Year</b>	<b>1,557,326</b>	<b>3,815,214</b>
Restatement	(972,621)	(2,654,999)
<b>Net Assets at End of Year</b>	<b>\$ 656,563</b>	<b>\$ 1,557,326</b>

## ATTENTION FARMERS AND RESIDENTS

### Southern Soil and Water Conservation District Regular Monthly Board Meeting

DATE: Monday, December 23, 2013

Time: 10:00 a.m. - 12:00 p.m.

Place: UOG Agriculture and Life Science ALS  
Conference Bldg Rm. 126

*Paid for by Government Funds*



The Honorable  
EDDIE B. CALVO  
Governor



The Honorable  
RAY TENORIO  
Lt. Governor

A.B. WON PAT  
INTERNATIONAL AIRPORT AUTHORITY, GUAM

## PUBLIC NOTICE

The Board of Directors of the A.B. Won Pat International Airport Authority, Guam (GIAA) will convene its Regular Board meeting on Friday, December 27, 2013 at 3:00 p.m. in Terminal Conference Room No. 3. In addition to regular matters, pursuant to 5 G.C.A. §8111(c)(2), Executive Session will be held to discuss pending litigation to which GIAA is a party. Parking is available in the Public Parking Lot.

For special accommodations or agenda items, please call the Board Office at 642-4717/18.

(This ad paid for by GIAA)

## Felon seeking holiday dinner with his family

By Gina Tabonares-Relly  
gina@mvguam.com  
Variety News Staff

IT'S Christmas time and everyone wants to celebrate with family, including convicted felon Patrick J. Brennan who requested District Court Judge Frances Tydingco-Goatewood to allow him to join a Christmas dinner on Christmas Eve with his family.

In a motion filed through his lawyer, Louie Yanza, Brennan asked the court to amend his release conditions and allow him to attend a family gathering on Dec. 24.

Brennan, who fled to the Philippines and was brought back to Guam following his indictment on drug-related charges, also requested the court to extend his current curfew from 7 p.m. to 10. He is currently released to a third-party custodian, his sister, and is under house arrest.

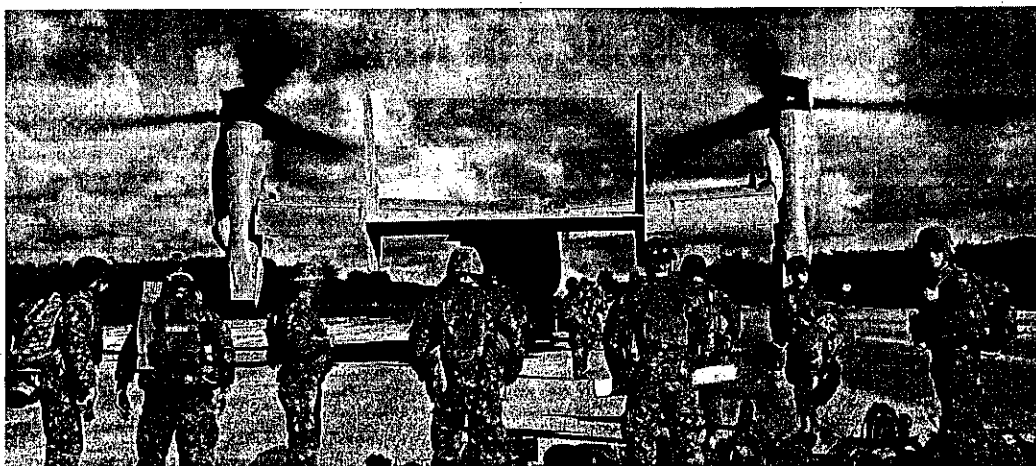
He said the Christmas dinner will be next door to his sister's residence.

The court had not ruled on his request as of press time.

Meanwhile, Julian Robles, another defendant awaiting sentencing, will be able to spend the holidays with his loved ones after the court granted his motion for release.

After hearing from Robles' lawyer, Howard Trapp, the U.S. attorney did not object to the motion and the District Court granted the drug defendant's release.

Robles entered a plea agreement in November and pleaded guilty to the distribution of 50 grams of methamphetamine, and conspiracy to launder money.



Tinian's North Field supported MH-60S FARP training and Osprey landings during Forager Fury II. USMC photo

## Marines complete annual Forager Fury II training

By Jasmine Stole  
jasmine@mvguam.com  
Variety News Staff

FORAGER Fury II is the second of an annual aircraft training exercise conducted by the U.S. Marine Corps. This year's training took place in Guam and Tinian. Service members started training on Dec. 2 and concluded last Friday.

The Marine groups who participated, Marine Aircraft Group 12 and Marine Wing Support Squadron 171, expanded their capabilities during the exercise, Lt. Col. Howard Eyth said.

Eyth said during this year's Forager Fury II, two refueling points were established in Tinian, one at West Field and one at North Field. These refueling points enabled aircraft to rapidly refuel and launch back into combat.

Within four weeks, Eyth said 161 acres of vegetation in Tinian was cleared to expose four aircraft runways as well as the accompanying access roads.

The runways were labeled Able, Baker, Charlie and Dog.

In addition to the runways, the combat engineering platoon and heavy equipment sections set up a helicopter landing zone on the Charlie runway.

The exercise is conducted in order to rehearse the aircraft group's ability to project rapid aviation combat power in the Pacific area. This year, aviation units flew more than 500 defensive training attacks while logging approximately 700 flight hours, according to a release.

Maj. Donald Hall, Forager Fury II exercise officer, said planning for this year's Forager Fury training began almost immediately after

last year's exercise and this coming January, the planning for next year's exercise will begin.

### Community service

During their stay in Tinian and Guam, the men and women participating in Forager Fury II extended their services to the youth. The group spent time as mentors while visiting schools and youth-oriented programs.

On Guam, Marines and service members of MAG-12 visited some youth at Andersen Air Force Base, the Marine Corps Junior ROTC cadets at Okkodo High School as well as kids at the Department of Youth Affairs.

In conjunction with the Islandwide Beautification Task

Force, the group helped clean up Benavente Middle School.

Additionally, a media day was held which allowed local leaders and media outlets to access the base and to speak with the Marines who participated in the training.

"While our purpose is training and readiness, we are also committed to building local relationships and respecting the local community," said Staff Sgt. Emanuel Melton, content manager for exerciser Forager Fury II.

Melton said these events help connect with the community outside the base and creates a lasting, positive, impact on both outreach participants and the people they assist.

## NOTICE

In accordance with the order of the Banking and Insurance Commissioner, TakeCare Insurance Company, Inc. (TakeCare) hereby announces its intention to effect a distribution of surplus in January 2014, from its unassigned surplus as of September 30, 2013. Under applicable National Association of Insurance Commissioners (NAIC)'s guidelines for total capital and surplus, following the distribution, TakeCare will have a total capital and surplus base which is significantly more than the minimum required by NAIC to underwrite its risk portfolio and to meet operating requirements.



The Honorable  
EDDIE B. CALVO  
Governor



The Honorable  
RAY TENORIO  
Lt. Governor

A.B. WON PAT  
INTERNATIONAL AIRPORT AUTHORITY, GUAM

## PUBLIC NOTICE

The Board of Directors of the A.B. Won Pat International Airport Authority, Guam (GIAA) will convene its Regular Board meeting on Friday, December 27, 2013 at 3:00 p.m. in Terminal Conference Room No. 3. In addition to regular matters, pursuant to 5 G.C.A. §811(c)(2), Executive Session will be held to discuss pending litigation to which GIAA is a party. Parking is available in the Public Parking Lot.

For special accommodations or agenda items, please call the Board Office at 642-4717/18.

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**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE  
A.B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM  
Wednesday, November 27, 2013, 3:00 p.m.  
GIAA TERMINAL CONFERENCE ROOM #3**

**1. CALL TO ORDER AND ATTENDANCE**

The November 27, 2013, regular meeting of the Board of Directors of the A.B. Won Pat International Airport Authority, Guam (“GIAA” or the “Authority”) was called to order by Chairman Untalan at 3:05 p.m. at the GIAA Terminal Conference Room #3, 355 Chalan Pasaheru, Tamuning, Guam, 96913.

**Directors Present:**

Edward G. Untalan  
Martin Gerber  
Lucy M. Alcorn  
Rosalinda A. Tolan  
Pedro P. Ada III  
Gurvinder Sobti

**Offices or positions:**

Chairman

**Directors Absent:**

Jesus Q. Torres (Excused)

**GIAA Officials:**

Charles H. Ada II  
Peter Roy Martinez  
Carlos P. Bordallo  
Frank R. Santos  
Jean M. Arriola  
Gerard Bautista

Executive Manager  
Deputy Executive Manager  
Comptroller  
Business and Financial Consultant  
Air Services Manager  
Air Terminal Manager

Janalynn Cruz Damian, Esq.  
Michael A. Pangelinan

GIAA Legal Counsel  
GIAA 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 these minutes.

Chairman Untalan welcomed GIAA's newly appointed Board Director, Gurvinder 'Bic' Sobti. The Director thanked the Board for attending his swearing-in ceremony that morning.

## **2. APPROVAL OF AGENDA**

The Chairman asked if there were any changes to the agenda. No changes were requested. On motion duly made by Director Ada, seconded by Director Gerber, the agenda as presented was unanimously approved.

## **3. APPROVAL OF MINUTES**

### **A. September 19, 2013 Regular Meeting (*Tabled*)**

The next item on the agenda was approval of the minutes of the September 19, 2013 regular meeting. Chairman Untalan informed the Board that the minutes were tabled at the last meeting to incorporate a new format, the minutes have been modified, and resolutions are included within the minutes themselves. Chairman Untalan noted that the only change he would like to add is that it be stated in the minutes that the Director's absent at that meeting due to the weather, were excused.

On motion duly made by Director Ada, seconded by Director Tolan, the minutes of the September 19, 2013 regular meeting was unanimously approved, subject to corrections.

### **B. October 31, 2013 Regular Meeting**

The next item on the agenda was the approval of the minutes of the October 31, 2013 regular meeting. Director Ada informed the Board that he had made a comment relative to the baggage handling system, stating that the Airport should avoid any sole source procurement; he would like to request that this comment be on the record.

On motion duly made by Director Tolan, seconded by Director Alcorn, the minutes of the October 31, 2013 regular meeting was unanimously approved, subject to corrections.

## **4. CORRESPONDENCE**

### **A. Letter from Association of Mariana Islands Mayors, Vice Mayors & Elected Municipal Council Members (AMIM) Relative to a Request to Re-Open GIAA's Commuter Terminal**

The Executive Manager presented to the Board a letter dated November 12, 2013 relative to requesting the Board of Directors re-open the Airports commuter terminal for travel within the Marianas. The Manager stated that he was informed that there is an effort to increase air activity between Guam and the Mariana Islands with numerous daily flights.

The Manager reported that the old commuter terminal is currently being leased by United Airlines amongst others, and the Authority has long term contracts with those, and therefore would not be able to re-open that terminal for aeronautical use. He went on to add that the Airport will respond to the organization as to what was presented to the Board in reference to the letter. Director Tolan inquired on what triggered the request, and asked if it was a delay in processing. The Executive Manager responded stating that he believed the organization is trying to stimulate the economics within the CNMI.

## **5. OLD BUSINESS**

### **A. Status of Capital Improvement Projects**

The first matter discussed was the Status of Capital Improvement Projects. Mr. Frank Santos, Business and Financial Consultant presented the UDO Analysis for the Board's information. Mr. Santos reported that the Airport has already received half of the 2013 grants that were ratified at the last Board meeting. He went on to add that the demolition on the former GPD facility is expected to start next month with a ground breaking ceremony planned outside of the AOA to kick off the demolition phase and to get as much exposure as possible.

Mr. Santos provided the Board with a listing of Capital Improvement Projects, essentially projects that will be funded by Bond proceeds and federal grants, also informing the Board that at the December regular meeting the report will provide a financial update as to what the draw-down is, how much money has been appropriated and how much money has been spent.

Mr. Santos reported that the RFP for the design portion of the Arrivals Corridor with Seismic upgrades is out and will be brought to the Board at the next available meeting for award; Also that the bid solicitation is expected to begin in December for the construction portion of the Baggage Screening Relocation.

One issue that we would like the Board to consider is that there are bunch of small projects that Management would like to issue as an RFP under Indefinite Delivery Indefinite Quantity (IDIQ) and hopefully have the RFP advertised in the month of December. Chairman Untalan inquired on which projects Mr. Santos was referring to. Mr. Santos responded stating that the smaller projects consist mostly of projects listed

in the 'Priority 2' Capital Improvement Projects listing provided, such as the Enclosed Arrival Tunnel and the Terminal Flooring Replacement projects. The Chairman inquired on the listing provided, if they were all of the projects related to Bond proceeds alone, and if there were any projects outside of those already listed. Mr. Santos responded yes, that the other projects are those that were approved as part of the budget, to include the exterior painting of the terminal, and the other large project being the replacement of the fire alarm system.

Relative to the fire alarm system, he added that Management will be coming to the Board to increase and include approximately \$600,000.00 worth of replacements to the pressuring system, which are the sprinklers and that the system is from 1996. The Chairman inquired on how they came up with the amount of \$600,000.00, and if it meets all of the current fire code requirements. Mr. Santos responded that it was based on a review by a mechanical engineer; yes it does meet the requirements. Mr. Santos went on to say that the fire alarm system was removed from the Energy Management contract due to Guam Fire Department (GFD) requiring a full replacement. To replace the central lines was another \$600,000.00.

Chairman Untalan suggested in order to keep the Board informed of those ongoing projects to incorporate them into the report somehow. Mr. Santos responded that he will work on integrating everything into the report, as well as the financial information.

Going back to the fire alarm system as discussed, Mr. Santos informed the Board that Management would like to request that the Board approve to amend the Loan Agreement with First Hawaiian Bank (FHB).

At this time Chairman Untalan stated for the record that he would like to recues himself from this discussion as he is employed by FHB. Legal Counsel, Michael Pangelinan recommended that the Board elect an Acting Chairman for this discussion as the Vice Chairman is not present.

After further discussion, on motion duly made by Director Ada, seconded by Director Alcorn, the following resolution was unanimously approved:

**Resolution No. 14-09**

The Board hereby approves the nomination of Director Gerber to Chair the discussion relative to the amendment to the Loan Agreement with First Hawaiian Bank.

Mr. Santos went on to present the request to the Board, stating that GIAA had through an RFP with GEDA a combined evaluation with FHB for the Energy Management Program in the amount of 11.9M, over a five (5) year term. GIAA had then planned to pay-off that loan through the Bond proceeds, which did not make financial sense. Secondly, GIAA was able to convince the Legislature through the Bond Legislation to grant the authority to have subordinate loans for a term of ten (10) years, which was achieved. Currently on the loan, the Authority is paying interest on monies that have



been disbursed. Director Tolan inquired on the interest rate. The Comptroller responded 3.75%. Mr. Santos stated that the request to the Board is to modify the Loan Agreement to continue the interest only payments through January 24, 2014 at which time GIAA will have extended the 11.9M, and advised the Board that Management will be returning to the Board for a subsequent modification to extend the loan to the ten (10) year period, which was part of the finance plan which was presented to the Bond investors and rating agencies.

Director Ada inquired if there were any additional fees to be paid for the extension. Mr. Santos replied no; however there will be to refinance to the ten (10) year period, and that modification agreement should be presented to the Board at the December meeting.

After further discussion, on motion duly made by Director Ada, seconded by Director Alcorn, the following resolution was unanimously approved:

**Resolution No. 14-10**

The Board hereby approves Managements request to extend the interest only period for the Loan Agreement with First Hawaiian Bank through January 24, 2014.

Legal Counsel, Michael Pangelinan informed the Acting Chairman that there is a resolution that the bank is requiring that is being prepared at this time, and that it would be appropriate for the Board to adopt the resolution that the Bank is asking for. Legal Counsel, Janalynn Damian added that in addition to approving the modification the Board is authorizing a signatory; it is all under one (1) resolution, subject to conflicts counsels review.

The Executive Manager at this time stated that in this particular matter relative to a signatory, it has been somewhat challenging to get in touch with Vice Chairman Torres at times, and went on to request that since Director Gerber is serving as Acting Chair, that he also apply as an authorized signatory for the resolution. The Board had no objection. Director Ada asked that the Board move on with the meeting at this time while waiting for the resolution and come back to the discussion at a later time during the meeting. Chairman Untalan asked Mr. Santos if there were anything else to present before moving on. Mr. Santos replied no.

**B. GIAA Board Standing Committees**

The second matter discussed was the GIAA Board Standing Committees. In order to work closely with Management on various Airport issues and concerns, Chairman Untalan suggested establishing the following committees with respective Board Members as Chairperson:

- |    |                                  |                |
|----|----------------------------------|----------------|
| 1. | Finance/Strategic Planning       | Edward Untalan |
| 2. | Operations/IT                    | Jess Torres    |
| 3. | Capital Projects                 | Martin Gerber  |
| 4. | Tenant Relations/Marketing       | Lucy Alcorn    |
| 5. | Personnel/Policies & Procedures  | Lynda Tolan    |
| 6. | Air Service/Property Development | Sonny Ada      |
| 7. | Legal/Legislation/Regulatory     | Bic Sobti      |

It was noted that the open committee, is available to be chaired by Director Sobti, with the Chairman clarifying that on that particular committee the Legal aspect would be eliminated. The Chairman added that if a Board member would like to assist another Committee or Board member they are more than welcome to do so.

After further discussion, on motion duly made by Director Tolan, seconded by Director Ada, the following resolution was unanimously approved:

**Resolution No. 14-11**

The Board hereby approves the suggested committees as presented by the Chairman, with the respective Chairperson's, subject to change.

**C. Board By-Laws**

The third matter discussed was the Board By-Laws. Legal Counsel, Janalynn Damian presented an updated draft according to the law to the Board. She reported on the significant changes such as, a Secretary position added to be elected by the Board to certify passage of resolutions and such. Keeping consistent with the statute, the current Board secretary is to be labeled as the Corresponding Secretary to handle day-to-day in keeping. Ms. Damian noted a section added on Board meeting attendance which conforms to Guam law.

Discussion followed relative to the definition and responsibilities of both secretary positions, with Director Ada inquiring that in the absence of both the Chairman and Vice Chairman, would the Secretary assume the position of Chairing that meeting. Ms. Damian responded no, not automatically it would still require Board action.

After further discussion, on motion duly made by Director Ada, seconded by Director Alcorn, the following resolution was unanimously approved:

**Resolution No. 14-12**

The Board hereby approves the amended and restated A.B. Won Pat International Airport Authority, Guam Board By-Laws as presented by Legal Counsel.

At this time, Chairman Untalan called for nominations to elect a Board Secretary. Director Ada stated that he would like to nominate Director Sobti. Director Sobti accepted the nomination.

After further discussion, on motion duly made by Director Ada, seconded by Director Alcorn, the following resolution was unanimously approved:

**Resolution No. 14-13**

The Board hereby approves the nomination and election of Director Sobti to the position of Board Secretary of the A.B. Won Pat International Airport Authority, Guam Board of Directors.

At this time the Board referred back to an earlier discussion regarding the Board Resolution relative to the First Hawaiian Bank Loan.

After further discussion, on motion duly made by Director Ada, seconded by Director Alcorn, the following resolution was unanimously approved:

**Resolution No. 14-08**

**WHEREAS**, on June 27, 2012, **FIRST HAWAIIAN BANK**, a Hawaii corporation (the “Bank”) agreed to lend to **ANTONIO B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM**, a public corporation and autonomous instrumentality of the Government of Guam (the “Authority”), and Authority agreed to repay to the Bank, together with the interest and charges, the principal amount of \$11,900,000.00 (the “Loan”); and

**WHEREAS**, the Loan was made pursuant to a Term Loan Agreement dated June 27, 2012 (the “Loan Agreement”) and evidenced by a Promissory Note dated June 27, 2012 (the “Note”), executed by the Authority in favor of Bank; and

**WHEREAS**, the Loan Agreement was amended by an Addendum to Loan Agreement dated June 29, 2012 (the “Addendum”); and

**WHEREAS**, the Loan and the Authority’s obligations under Loan Agreement and Note, as amended, are secured by a certain Security Agreement dated June 27, 2012 (the “Security Agreement”) executed by the Authority as Debtor in favor of the Bank as Lender and granting to the Bank a security interest in the Collateral as defined and described therein; and

**WHEREAS**, the obligations of the Authority under the Loan Agreement and Note, as amended, are guaranteed by the United States Department of Agriculture (“USDA”); and

**WHEREAS**, the Loan Agreement and Note were amended by a Commercial Loan Modification Agreement dated August 26, 2013 (the “First Modification”) extending the period during which interest only payments are to be made under the Loan Agreement and Note to November 27, 2013; and

**WHEREAS**, the Authority has requested the Bank amend the Loan Agreement and Note to, among other things, extend further the period during which the Authority is to make interest only payments to January 24, 2014; and

**WHEREAS**, the Bank has agreed to do so pursuant to a Commercial Loan Modification Agreement (the “Second Modification”) in substantially the form submitted to this meeting.

**NOW, THEREFORE, BE IT RESOLVED**, that the execution and delivery by the Authority of the Loan Agreement, the Note and the Security Agreement all dated June 27, 2012, the Addendum dated June 29, 2012, and the First Modification dated August 26, 2013 are hereby confirmed, ratified and approved in all respects; and

**FURTHER RESOLVED**, that the Authority execute and deliver to the Bank the Second Modification which is hereby approved; and

**FURTHER RESOLVED**, that Director Martin J. Gerber and the Executive Manager of the Authority be and they hereby are authorized and directed to execute, seal and deliver to the Bank, on behalf of and in the name of the Authority, the Second Modification in substantially the form hereby approved, with such changes, additions or deletions as Director Martin J. Gerber and Executive Manager may approve, subject to Conflicts Counsel review, such approval to be conclusively evidenced by their execution and delivery of the same; and

**FURTHER RESOLVED**, that Director Martin J. Gerber and the Executive Manager be and they hereby are authorized and empowered to do and perform, or cause to be done and performed, any and all such other acts, matters and things as in their judgment may be necessary, proper or convenient in order to obtain the agreement of the Bank to modify the Loan, the Loan Agreement and the Note, and

**FURTHER RESOLVED**, that these resolutions shall constitute a continuing authority and direction to Director Martin J. Gerber and Executive Manager to act on behalf of the Authority, and the several powers and authority in the foregoing paragraphs of these resolutions shall continue until revoked by the Board of Directors of the Authority and until formal written notice of such revocation shall have been given to the Bank; and

**FURTHER RESOLVED**, that these Resolutions of Board of Directors may be executed in any number of counterparts, each of which, when so executed and delivered, shall constitute one and the same document, and that facsimile signatures shall have the force and effect of original signatures.

**D. Signage Policy – Non-Commercial**

The fourth matter discussed was Signage Policy – Non-Commercial. The Executive Manager informed the Board that the Airports Services Manager, Ms. Jean Arriola is in communication with Legal Counsel to create a Non-Commercial Signage Policy, with a draft already completed; however there are some red-lines to be adjusted before presented. The Manager stated that it would be presented at the next Board meeting.

Legal Counsel, Michael Pangelinan added that they were asked by Management to look at a Policy for Signage and after some research on Airports in the United States they had found a number of Airports in California that have Signage Policies, and are currently reconciling that with the Airport's existing Policy that applies to commercial advertising signage to make sure they are not in conflict because the Airport is trying to adopt something that is more geared toward non-commercial. He also informed the Board that it would be presented at the next Board meeting. The Chairman noted that this item would be tabled until the next meeting.

**E. Authority of Executive Manager to pay Day-to-Day Operating Expenses**

The next item discussed was the Authority of the Executive Manager to pay day-to-day operating expenses. The Chairman referred to the discussion from last meeting relative to the number of disbursement requests and checks that he had to sign on a daily basis. In light of the controls and procedures that are already in place and that are overseen by the Comptroller and by the Board of Directors, a Board resolution has been prepared giving back the authority to sign to the Executive Manager provided that the controls and procedures are in place.

Legal Counsel, Janalynn Damian presented the resolution to the Board stating that it allows the Executive Manager to pay the day-to-day operating expenses to include expenses such as utilities, retirement contributions in light of the fact that there are controls and procedures in place such as dual signatories on disbursements, noting that these expenses must be reported by the Comptroller and does not have to come back to the Board for approval. The Chairman added that as long as everything the Manager is signing is within the approved budget, and that it is not outside of what has already been approved by the Board.

Legal Counsel, Janalynn Damian noted that the Board already has a policy in place for contracts over \$50,000.00, it has to come before the Board, so once those are approved by the Board, we do not think that the disbursements need to go back for approval by

Board as long as they are within the contract amount. The Comptroller asked if there would be a limit. Ms. Damian replied that the \$50,000.00 still applies for contracts, the utilities are more than \$50,000.00 but you would not have to come to the Board for ratification of those payments as they are day-to-day operating expenses, it will be seen in the monthly report. Discussion followed relative to the resolution stating that either the Executive Manager or Chairman to sign for disbursements at the Chairman's discretion.

The Board then discussed the \$50,000.00 threshold for contracts, with Mr. Frank Santos suggesting to the Board increasing it to \$100,000.00 for at least capital improvement projects. Director Ada asked if that issue had to be addressed now, can the Board put more thought into it first. Chairman Untalan stated yes, it could be brought back for discussion at the next Board meeting; it is simply giving the Executive Manager the Authority to enter into a contract above \$50,000.00 without Board approval up to the maximum cap. Director Sobti suggested the maximum cap amount be \$100,000.00 for contracts. The Chairman agreed with the suggested amount, and stated that it would need to be reported to the Board every month.

Going back to disbursements, the Comptroller inquired if the threshold would also be \$100,000.00 in terms of reporting to the Board. The Chairman responded that right now the report requires anything over the \$50,000.00 threshold for disbursements, and requested to leave it at that amount.

After further discussion, on motion duly made by Director Tolan, seconded by Director Gerber, the following resolution was unanimously approved:

**Resolution No. 14-14**

**WHEREAS**, the ANTONIO B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM's ("GIAA" or the "Authority") enabling statute (codified at 12 G.C.A. § 1101 et seq.) provides that the Executive Manager "shall have full charge and control of the operations and maintenance of the airports controlled by the Authority" (12 G.C.A. § 1107(a)); and

**WHEREAS**, GIAA's enabling statute further provides that the powers of the Executive Manager include "keep[ing] the Board advised on the needs of the Authority and approv[ing] demands for payment of obligations within the purposes and amounts authorized by the Board" (12 G.C.A. § 1107(b)(3)); and

**WHEREAS**, current protocols provide that all disbursements of GIAA funds are subject to dual authorizing signatures – one authorized signatory from the Accounting Department (either the Comptroller or Assistant Comptroller) and one authorized signatory from the Administration Department (either the Executive Manager, Deputy Executive Manager, or Airport Services Manager); and

**WHEREAS**, the expenses relating to the day-to-day operations of the Authority are included in the Report of the Comptroller provided to the Board of Directors at every monthly Board of Directors meeting; and

**WHEREAS**, in light of the controls and procedures already in place, the monthly reporting to the Board of Directors by the Comptroller, and the need for the Executive Manager to pay the day-to-day operating expenses of the Authority without waiting for Board approval or obtaining Board ratification, the Board of Directors has determined that it is prudent to give the Executive Manager the authority to pay the day-to-day operating expenses of the Authority without further Board approval, including, without limitation, monthly utility expenses and the Authority's share of contributions to the Government of Guam Retirement Fund.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of GIAA hereby authorizes the Executive Manager to pay all expenses relating to the day-to-day operations of the Authority without further Board approval, including, without limitation, monthly utility expenses and the Authority's share of contributions to the Government of Guam Retirement Fund.

After further discussion, on motion duly made by Director Ada, seconded by Director Tolan, the following resolution was unanimously approved:

**Resolution No. 14-15**

The Board hereby authorizes the Executive Manager to enter into contracts without Board approval not to exceed \$100,000.00, with the Comptroller reporting any contracts entered into up to \$100, 000.00 to the Board on a monthly basis.

**6. NEW BUSINESS**

The next item on the agenda was New Business.

**A. Approval of Award for Rental of Trash Bin Containers and Pick-up Services –  
IFB No. GIAA-002-FY14**

The first matter discussed was approval of award for Rental of Trash Bin Containers and Pick-up Services, IFB No. GIAA-002-FY14. The Executive Manager informed the Board that an Invitation for Bid was announced to solicit bids from professional firms to provide rental of trash bins/containers and pick-up services in the Main Terminal building, inclusive of labor, materials, supplies and equipment. The term of the contract is for a period of three (3) years with an option for an additional one (1) year renewal period, not to exceed a total contract term of five (5) years. Four (4) firms/individuals

received bid packages and four (4) firms submitted bids before the bid submission deadline. There were four different bid items, based on the size of the trash bins.

The Executive Manager requested that the Board authorize the contract award for bid items 1 & 3 of \$15,680.00 to HCP Inc. dba: Lagu Sanitation and bid item 2 & 4 of \$90,383.44 to Pacific Waste Systems. It has been determined that both firms have met the standards of responsibility and responsiveness outlined in the Guam Procurement Regulations.

Chairman Untalan inquired if it is more effective to separate the bids. Mr. Franklin Taitano, Procurement Administrator relied yes as not all firms are able to provide all of the sizes. Discussion followed relative to insurance requirements and tipping fees with the Chairman noting the significant difference in bid amounts. Air Terminal Manager, Gerard Baustista responded that he assumes that the firms assumed the risk of underbidding on the tipping fees and how they determined their estimates. Discussion moved to a firm not fulfilling their contract due to underbidding.

With the bids being under \$100,000.00, the Chairman noted the fact that the Executive Manager would now be able to approve the contract without Board approval, therefore he stated moving forward the Board will not see these small bid amounts apart from in the Comptroller's monthly report and the Executive Manager's report.

After further discussion, on motion duly made by Director Ada, seconded by Director Sobti, the following resolution was unanimously approved:

**Resolution No. 14-15**

The Board hereby approves the contract award for the Rental of Trash Bins/Containers and Pick-up Services under the IFB No. GIAA-002-FY14 to HCP Inc. dba: Lagu Sanitation for bid items 1 & 3 at \$15,680.00 and Pacific Waste Systems for bid items 2 & 4 at \$90,383.44.

**7. REPORT OF EXECUTIVE MANAGER**

The next item on the agenda was the report of the Executive Manager. The Executive Manager reported on various matters concerning airline and charter operations. Reporting on the Fiscal year 2013 financial audit, the Entrance Audit Meeting was held on November 19, 2013 with Ernst and Young, GIAA and the Office of Public Accountability, with the audit being completed before February 1, 2014 as mandated.

On FAA Issues, The Manager updated the Board on the Tiyan Parkway, stating that after a meeting with Governor Calvo, the FAA and the Federal Highway Administration on November 18, 2013, FAA agreed to keep Central Avenue and Sunset Boulevard roads open until Phase 1 is completed.



Mr. Jose Ralls, the new TSA Regional Director paid a courtesy visit to GIAA Management on November 18, 2013 with the main issue discussed being the additional TSA Checkpoints for transit passengers. Mr. Ralls was amenable to GIAA's requests and concerns and asked that GIAA submit them to him in writing.

The Executive Manager announced that GIAA is in the planning stages of its annual Table Top Exercise scheduled for December 4, 2013. The Exercise is a requirement for the GIAA pursuant to Code of Federal Regulations (CFR) Title 14, and Federal Aviation Regulation (FAR) 139.

On Tenant Issues, the Manager went on to report that the contract for the Retail Concession Renovations/Upgrade was awarded to Black Construction with work commencing on November 19, 2013. The project will be done in phases with final completion in the first quarter of 2014.

The contract for the GSA/TSA Renovations was awarded to BME for the renovations of additional offices for TSA and is scheduled to be completed within 90 days.

The Executive Manager attended the Japan Guam Travel Council Meeting held on November 20, 2013 with the main discussions revolving around U.S. Customs and Border Protection (USCBP) issues, processing times, and assistance from the ambassadors of the Airport Ambassador Program. USCBP advised that they 62 from 80 officers and with the U.S. sequestration, USCBP does not see any respite in the near future.

The Manager announced that the 3<sup>rd</sup> year in a row GIAA received the Department of the Year Award in the Medium Sized Agency Category at the 2013 MagPro Awards. The Airport's Runway Safety Program won Program of the Year and Mr. Oscar Aflague of the Administration Division and Mr. Thomas Perez of the Properties & Facilities represented GIAA in the Talent Competition and won first place. The following employees garnered awards in the MagPro Awards Program:

- Ricky Garcia, IACE – Airport Police Officer II, Airport Police Division  
Employee of the Year / Security & Correction
- Raymond Mantonona – Fire Captain (Airfield), ARFF Unit  
Supervisor of the Year / Public Safety
- Carl V. Cruz, A.C.E.- Airport Police Supervisor, Airport Police Division  
Supervisor of the Year/ Security & Correction
- Santiago Crisostomo – Maintenance Supervisor, Properties & Facilities Division  
Supervisor of the Year/ Labor, Grounds & Maintenance

The Executive Manager announced that the 2013 Holiday Illumination Project is underway with both the interior and the exterior of the Terminal currently being decorated with festive holiday décor and lights.

At this time Director Tolan requested that the Executive Manager give the Board an update relative to their travel to the Manila, Philippines to meet with Cebu Airlines. The Manager informed the Board that they had met with Cebu Airlines stating that the Airline informed them that they would like to hold off on the wet lease as assumed due to the airline being a budget airline until they are given the approval by the FAA which they are expecting to have early 2014. However, the airline did commit to starting up in the end of 2014.

Director Ada inquired on the problems that GIAA is having with Immigration, asking if there are lines for the elderly or women with infants. Mr. Gerard Baustista replied no, that is the Airlines responsibility to bring those people needing assistance to the front of the lines.

Chairman Untalan inquired if there is any upcoming travel to report for the next two (2) months. The Executive Manager replied yes in January. The Comptroller informed the Chairman of travel requests for two (2) Accounting staff to attend an Airport Finance and Administration Conference to be held in Orlando, Florida in January 2014. The Chairman reminded Management to inform the Board in advance of upcoming travel.

Discussion followed relative to the Ambassador Program, with Director Alcorn noting that if there was representative from each airline it would be more beneficial for everyone. Chairman Untalan noted that the issue would fall under Director Alcorn's Subcommittee, and went on to express the importance of the Boards Subcommittee's becoming progressive.

At this time Director Ada congratulated Management on winning the MagPro Award for Department of Year, and suggested the Chairman write to the MagPro award winners on behalf of the Board recognizing their achievement. The Chairman asked that the Board Secretary work on congratulatory letters, and suggested the Talent Show winners perform at the Employee Recognition Party on January 17, 2014.

## **8. REPORT OF THE COMPTROLLER**

The next item on the agenda was the report of the Comptroller. The Comptroller provided a report to the Board on the Revenues and Expenses of the Authority as of October 31, 2013. Mr. Bordallo reported that year-to-date Total Signatory Revenues are below budgeted revenues by -4.2%, year-to-date Total Concession Revenues are above budget estimates by 1.2% and Passenger Facility Charges below budget estimates by -

5.8%. Further, year-to-date Total Other Revenues, inclusive of non-signatory and non-airline revenues, are below the budget estimate by 4.2%. Year-to-date Total Operating Revenues Actual of \$5.6M is -2.87% below the budget estimate of \$5.31M. Year-to-date Total Operating Expenses are below budget by -6.8%. The actual year-to-date Net Revenues from Operations of \$2.38M reflects an increase of 2.2% over the year-to-date budgeted amount of \$2.33M. The Authority's year-to-date results for Debt Service Coverage is at 1.40 versus the requirement of 1.25.

The Comptroller informed the Board that there was a slight drop in enplanements from what was budgeted and those were just based on the numbers provided by the Airlines. The Chairman noted the budget not including the FHB loan and suggested that the budget reflect the pricing of the new bonds and the loan. He then inquired if the Comptroller does a balance sheet on a monthly basis, and asked that the he incorporate the day's cash on the balance sheet.

The Chairman informed the Comptroller that the report would be adjusted moving forward to include the disbursements.

Director Tolan inquired on Accounts Receivable, and if it was included in the report. The Comptroller responded no, that Accountings system has been updated; he would provide it at the next meeting.

## **9. EXECUTIVE SESSION**

Upon written recommendation of counsel, on motion duly made by Director Tolan and seconded by Director Alcorn, at 5:05 p.m. the Board recessed to convene executive session to discuss pending litigation.

Executive Session adjourned at 5:47 p.m., at which time the Board reconvened the regular session.

At this time the Chairman asked Management to explain the last item that had just came in. Mr. Frank Santos presented a Memorandum of Understanding (MOU) regarding the Tiyan Parkway. He informed the Board that the MOU is a replacement MOU for one that was done back in 2007 and based on the whole clearance situation, especially the delay in the closure of Central Avenue which has been the main active issue that was holding up the final MOU product. He went on to add that the parties involved are Department of Land Management (DLM), Department of Public Works (DPW), GIAA, and Governor Calvo; it is also concurred by the two (2) federal oversight agencies, the Federal Aviation Administration (FAA), and the Federal Highway Administration. He stated finally there is a document acceptable to all parties especially the FAA.

Mr. Santos offered a brief report regarding the Parkway issue stating that regarding the two (2) main entries, it was the Government of Guam's commitment to do the full bill of phase II of Tiyan Parkway which is not on Airport property but all the cliff line properties. Also addressed was Phase I properties which is going to be purchased by DPW for a perpetual easement for the working plan of Phase I. Discussion followed relative to the appraisals, with Mr. Santos informing the Board that the FAA is satisfied with the commitment from the Government with an appropriation of \$1.8M.

Chairman Santos inquired on the reason this is being brought to the Board, and asked is the Governor willing to start planning. Mr. Santos responded stating that based on the changes that Arthur Clark made, they're ready to execute those changes, adding that the FAA and Federal Highway Administration were pushed to execute so there could be a formal sign off in Guam by Government of Guam agencies on Friday, November 29, 2013. Chairman Untalan asked if Conflict Counsel has been part of these developments. Mr. Santos replied yes, and directed the Board to go to page 4, section 2 to see the Airport's responsibilities. Director Gerber inquired if it should be subject to FAA approval. Mr. Santos responded informing the Board that they were a part of it. Mr. Santos outlined the Airport's responsibilities.

The Chairman asked if there will be a cost to the Airport. Mr. Santos replied that the only area where there may be a cost to the Airport is the issue of drainage, however may only be a potential cost to the Airport.

Mr. Santos informed the Board that there is going to be other documentation coming in for requests from FAA for the use of the property, so there is going to be obligations from the FAA on how the Airport proceeds.

After further discussion, on motion duly made by Director Tolan, seconded by Director Alcorn, the following resolution was unanimously approved:

**Resolution No. 14-16**

The Board hereby approves the Memorandum of Understanding relative to the Tiyan Parkway as presented.

**10. PUBLIC COMMENTS**

The next item on the agenda was Public Comments. Chairman Untalan called upon any public member wishing to make comments. There were none.

**11. ADJOURNMENT**

There being no further business to address before the Board, on motion duly made by Director Ada, seconded by Director Alcorn, unanimously approved, at 6:03 p.m., the meeting was adjourned.

Dated this \_\_\_\_\_, day of \_\_\_\_\_, 2013.

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Edward G. Untalan  
Chairman

Attest:

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Gurvinder Sobti  
Secretary

Prepared and Submitted By:

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Amanda O'Brien-Rios  
Corresponding Secretary



## GIAA Program Status and UDO Analysis on Open AIP Grants

FY	Loc ID	Description	Grant #	Grant Amount	Balance as of 12/27/13	UDO	Balance as of 1/30/14	UDO	Comments
2009	GUM	Improve Airport Utility Infrastructure (Electrical System) - Phase 1	3-66-0001-65	\$7,000,000	\$38,983	1%	\$38,983	1%	
2009	GUM	Conduct Airport Master Plan Study Update	3-66-0001-66	\$700,000	\$51,578	7%	\$0	0%	
2009	GUM	Extend Runway 6L/24R - Phase 5	3-66-0001-67	\$744,647	\$0	0%	\$0	0%	FCO
2009	GUM	Rehabilitate Runway 6L/24R	3-66-0001-68	\$4,807,180	\$0	0%	\$0	0%	FCO
2009	GUM	Noise Mitigation Measures for Residences w/n 65-69 DNL - Phase 5	3-66-0001-69	\$2,000,000	\$265,801	13%	\$232,376	12%	
2009	GUM	Extend Runway 6L/24R - Phase 7	3-66-0001-70	\$3,294,390	\$0	0%	\$0	0%	FCO
		<i>Amendment No. 1 to AIP 70</i>	3-66-0001-70	\$494,158	\$0	0%	\$0	0%	FCO
2009	GUM	Complete Construction of Parallel Taxiway - Phase 2	3-66-0001-71	\$3,005,610	\$0	0%	\$0	0%	FCO
		<i>Amendment No. 1 to AIP 71</i>	3-66-0001-71	\$450,842	\$0	0%	\$0	0%	FCO
		<b>Sub Total:</b>		<b>\$22,496,827</b>	<b>\$356,362</b>	<b>2%</b>	<b>\$271,359</b>	<b>1%</b>	
2010	GUM	Extend Runway 6L/24R - Phase 8	3-66-0001-72	\$4,000,000	\$0	0%	\$0	0%	FCO
		<i>Amendment No. 1 to AIP 72</i>	3-66-0001-72	\$600,000	\$0	0%	\$0	0%	FCO
2010	GUM	Rehabilitate Runway 6L/24R - Phase 1 (Design only)	3-66-0001-73	\$1,500,000	\$119,105	8%	\$119,105	8%	
2010	GUM	Install Instrument Landing System (ILS) Runway 6L - Phase 1	3-66-0001-74	\$2,172,362	\$0	0%	\$0	0%	
		<i>Amendment No. 1 to AIP 74</i>	3-66-0001-74	\$325,845					
2010	GUM	Noise Mitigation Measures for Residences w/n 65-69 DNL - Phase 6	3-66-0001-75	\$2,000,000	\$1,870,978	94%	\$1,870,978	94%	
2010	GUM	Improve Airport Utility Infrastructure (Sewer & Storm Water Drainage) - Phase 1 (Design only)	3-66-0001-76	\$1,550,000	\$969,709	63%	\$969,709	63%	
2010	GUM	Collect Airport Data for the Airports Geographic Information System (AGIS)	3-66-0001-77	\$675,000	\$0	0%	\$0	0%	
2010	GUM	Install Instrument Landing System (ILS) Runway 6L - Phase 2	3-66-0001-78	\$4,827,638	\$1	0%	\$1	0%	
2010	GUM	Conduct Environmental Assessment for Sewer and Storm water Drainage	3-66-0001-79	\$700,000	\$422,184	60%	\$422,184	60%	
		<b>Sub Total:</b>		<b>\$18,350,845</b>	<b>\$3,381,977</b>	<b>18%</b>	<b>\$3,381,977</b>	<b>18%</b>	



## GIAA Program Status and UDO Analysis on Open AIP Grants

FY	Loc ID	Description	Grant #	Grant Amount	Balance as of 12/27/13	UDO	Balance as of 1/30/14	UDO	Comments
2011	GUM	Extend Runway 6L/24R - Phase 9	3-66-0001-80	\$1,975,678	\$0	0%	\$0	0%	FCO
2011	GUM	Miscellaneous Airport Improvements - Phase 3	3-66-0001-81	\$2,304,801	\$2,222,129	96%	\$2,184,729	95%	
2011	GUM	Miscellaneous Airport Improvements - Phase 4	3-66-0001-82	\$1,400,000	\$1,322,609	94%	\$1,284,475	92%	
			<b>Sub Total:</b>	<b>\$5,680,479</b>	<b>\$3,544,738</b>	<b>62%</b>	<b>\$3,469,204</b>	<b>61%</b>	
2012	GUM	Extend Runway 6L/24R - Phase 10	3-66-0001-83	\$2,000,000	\$0	0%	\$0	0%	FCO
2012	GUM	Rehabilitate Runway 6L/24R - Phase 2	3-66-0001-84	\$5,441,024	\$4,268,244	78%	\$3,917,859	72%	
			<b>Sub Total:</b>	<b>\$7,441,024</b>	<b>\$4,268,244</b>	<b>57%</b>	<b>\$3,917,859</b>	<b>53%</b>	
2013	GUM	Extend Runway 06L/24R - Phase XI	3-66-0001-85	\$2,005,605	\$0	0%	\$0	0%	
2013	GUM	Rehabilitate Runway 06/24R - Phase 3	3-66-0001-86	\$1,876,981	\$1,844,663	98%	\$1,736,304	93%	
2013	GUM	Acquire one (1) 3,000-gallon Aircraft Rescue & Fire Fighting (ARFF) Vehicle	3-66-0001-87	\$1,017,000	\$1,017,000	100%	\$1,017,000	100%	
2013	GUM	Update Airport Master Plan Study	3-66-0001-88	\$500,000	\$234,072	47%	\$234,072	47%	
			<b>Sub Total:</b>	<b>\$5,399,586</b>	<b>\$3,095,735</b>	<b>57%</b>	<b>\$2,987,376</b>	<b>55%</b>	
			<b>GRAND TOTAL:</b>	<b>\$59,368,761</b>	<b>\$14,647,056</b>	<b>25%</b>	<b>\$14,027,775</b>	<b>24%</b>	

**A.B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM  
SERIES 2013 BOND CAPITAL IMPROVEMENT PROJECTS**

	Project Title	Total Project Cost	Federal Grants	Bond Proceeds	Balance as of 1/15/14	Purpose / Comments	Status
<b>PRIORITY 1</b>							
1	International Arrivals Corridor with Building Seismic Upgrades	\$53,900,000	\$13,200,000	\$40,700,000	40,700,000.00	Permanent solution to TSA mandate. 3rd level corridor for arrivals only with vertical circulation from gate groups. Must include seismic upgrades.	RFP to designer awarded by the Board. Fee submission by Feb 5. for review and negotiations.
2	Hold Bag Screening Relocation	\$26,069,263	\$24,899,330	\$1,169,933	25,627,649.46	In-line bag screening with BHS. Check in capacity restored. Reduced costs for TSA and airlines.	The 70% design submittal with the TSA for review. Contract executed with BHS manufacturer.
3	SSCP Improvements	\$3,100,000		\$3,100,000	3,100,000.00	Increase security screening lanes and expand queuing area.	Pending IDIQ RFP issuance in Feb 2014.
4	FIDS Replacement	\$5,000,000		\$5,000,000	4,707,315.00	Replace obsolete and non-reliable system with multimedia multipurpose software/hardware.	Prioritized upgrades in progress.
5	Integrated PLB Replacement	\$8,200,000	\$2,000,000	\$6,200,000	5,507,480.00	Replace 5 aged loading bridges and 34 power and pre-conditioned air point of use units.	Installation in progress for the 34 power and preconditioned air units. 1 replacement loading bridge for Board action.
6	Common Use Check-In Facilities	\$2,800,000		\$2,800,000	2,800,000.00	Single airline check-in program with counter modifications and expanded use of kiosks. Avoids expanded building footprint.	Common use study for airline review and comment.
7	Fuel System Improvements	\$1,000,000		\$1,000,000	1,000,000.00	Improve fire suppression system and connections.	Improvements being handled through fuel system operator.
8	Parking Expansion	\$7,400,000		\$7,400,000	7,355,296.85	Single level parking deck over commercial vehicle area to replace capacity loss from expanded access road. Improves passenger service.	Preliminary engineering in progress. Designer pending IDIQ RFP issuance.
9	Interisland Passenger Facility	\$3,000,000		\$3,000,000	3,000,000.00	Separate processing facility for domestic interisland operations. No CBP and minimal TSA inspections.	Planning session with CBP, TSA and Guam Customs followed by prospective users.
10	ARFF Facility Replacement	\$11,600,000	\$10,440,000	\$1,160,000	11,536,102.10	Replace aged Navy structure with code compliant facility meeting FAA standards.	Preliminary engineering completed. Grant application to the FAA being prepared.
11	Cargo Apron Relocation	\$7,700,000	\$6,930,000	\$770,000	\$770,000.00	New cargo only apron adjacent to integrated air cargo facility. Hydrant fuel capability.	Preliminary engineering study and FAA grant application being updated.
12	Replace Terminal Seating	\$3,500,000		\$3,500,000	\$3,500,000.00	Replace dilapidated seating and expand additional seating to other terminal areas.	Full re-upholstering of existing seating being evaluated. Architect under IDIQ RFP to determine
	<b>SUB TOTALS</b>	<b>\$133,269,263</b>	<b>\$57,469,330</b>	<b>\$75,799,933</b>	<b>\$109,603,843</b>		



PRIORITY 2							
13	Access Control and Security Improvements	\$4,000,000		\$4,000,000	4,000,000.00	Replace security access control system with biometric system. Facility modifications as security solutions.	Pending IDIQ RFP issuance in Feb 2014.
14	Terminal Flooring Replacement	\$2,700,000		\$2,700,000	2,700,000.00	Replace deteriorating tile surface with durable non-skid material with longer life cycle.	Pending IDIQ RFP issuance in Feb 2014.
15	Upgrade Airport IT and FMS	\$2,000,000		\$2,000,000	1,688,239.86	Upgrade financial management system, add facility management GIS and improve infrastructure.	Partial upgrades completed.
16	Route 10A Landscape Component	\$1,700,000		\$1,700,000	1,700,000.00	Incorporate landscaping mediums consistent with DPW project to expand the Route 10A access roadways.	Pending IDIQ RFP issuance in Feb 2014.
17	Enclose Arrival Tunnels	\$1,200,000		\$1,200,000	1,200,000.00	Increase arrivals lobby area through enclosing arrival tunnel with climate control. Adds commercial areas.	Pending IDIQ RFP issuance in Feb 2014.
18	Replace Conveyance Systems	\$2,600,000		\$2,600,000	2,600,000.00	Replace with energy efficient equipment. Includes elevators, escalators and moving walks.	Pending IDIQ RFP issuance in Feb 2014.
19	Strengthen and Expand Curbside Canopies	\$2,800,000		\$2,800,000	2,800,000.00	Expand departures curbside canopies for extended weather protection and security reinforcement.	Pending IDIQ RFP issuance in Feb 2014.
20	1% Arts Program	\$639,000		\$639,000	639,000.00		For further discussion with the Guam Council of the Arts & Humanities.
21	Unencumbered Proceeds	\$16,271,067		\$16,271,067	16,271,067.00		
	SUB TOTALS	\$33,910,067	\$0	\$33,910,067	33,598,306.86		
	TOTALS	\$167,179,330	\$57,469,330	\$109,710,000	\$143,202,150		\$3,847,180 Expended

**A.B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM  
CAPITAL IMPROVEMENT PROJECTS FOR FISCAL YEAR 2014  
FUNDING SOURCE**

	PROJECT NAME	BUDGET	CIF	FEDERAL	BALANCE AS OF 1/30/14	DESCRIPTION AND NEED
1	Rehabilitate Runway 6L/24R, Completion	4,500,000	450,000	4,050,000		Install new overlay on runway and shoulders, RWY 24L PAPI, Central Ave. closure
2	Acquire ARFF Truck/RIV - Pkg 2	1,390,000	139,000	1,251,000		Replacement of second ARFF truck and Rapid Intervention Vehicle
3	Painting & Exterior Surface Improvements to Terminal and Other Facilities		1,250,000			Repainting and surface improvements to key airport facilities after 10 years.
4	Replace Terminal Fire Alarm & Fire Suppression System	2,500,000	2,500,000			Replace air terminal system with IBC code compliant system approved by GFD
5	Upgrades to VQ-1 Hanger	500,000	500,000			Replace hangar door and upgrade roof and floor systems
6	Airfield Support Vehicles and Equipment	400,000	400,000			Maintenance of ramp lights, electrical and airfield lighting
7	Improve GSE and Technology Buildings	500,000	500,000			Improve roof systems and overhangs
8	Airport Facilities Upgrades, Phased	450,000	450,000			Continue upgrades and improvements to all airport facilities.
<b>Totals:</b>		<b>\$ 10,440,000</b>	<b>\$ 6,389,000</b>	<b>\$ 5,301,000</b>		

Note: All projects are subject to funding availability and FAA issuance of grant agreements. Excludes bond financed projects.

**Antonio B. WonPat  
INTERNATIONAL AIRPORT AUTHORITY, GUAM  
BOARD OF DIRECTORS  
EXECUTIVE SUMMARY**

**REQUEST FOR PROPOSALS, RFP NO. GIAA-004-FY14  
ENVIRONMENTAL CONSULTING SERVICES**

December 27, 2013

**Purpose**

Board action is requested to approve the ranking results based on the evaluation process performed through the Request For Proposals (RFP) No. GIAA-004-FY14 for Environmental Consulting Services.

**Background**

The referenced RFP solicits proposals from professional environmental consulting firms to assist GIAA in the management of its environmental programs. The preliminary scope of work includes, but not limited to; monitoring storm water discharge in accordance to NPDES permit requirements, evaluation of existing oil/water separators, evaluation of surface drainage and detention pond system, sampling and analyses of stormwater in UIC wells.

The Firm or Consultant is required to have particular expertise in the management of environmental programs at commercial airports, and experience in environmental sampling and analysis. Also, the firm must be knowledgeable of the applicable environmental laws, regulations and FAA Airport Environmental Program and regulations.

**Procurement Background**

The above referenced RFP was advertised in the local newspapers throughout the months of November & December 2013. The established deadline to submit the proposals was on December 13, 2013.

A total of twelve (12) firms showed their interest by obtaining the RFP package; however, four (4) firms responded by submitting their proposals before the established deadline.

After receipt of all proposals, an Evaluation Committee was established to perform an independent evaluation of the proposals to determine the best qualified proposer. The proposals were evaluated based on the point system assigned for each criteria identified in the RFP package.

The Evaluation Committee has completed their evaluations and the scores sheets were gathered and tabulated by Procurement Office. As a result, the selected firms in the order of their ranking are as follows:

1. Proposer A
2. Proposer D
3. Proposer C
4. Proposer B

#### **Legal Review**

Upon Board approval, a standard professional services contract will be forwarded to Legal Counsel for review and approval as to form.

#### **Financial Review**

The Environmental Consulting Services Agreement will be funded from the O & M Budget for Fiscal Year 2014.

#### **Recommendation**

Management recommends the approval of the ranking results and the contract award to **Proposer A**, as the highest ranked proposer for the Environmental Consulting Services subject to negotiations of fair and reasonable fees. In the event that the negotiations prove unsuccessful, GIAA Management will enter negotiations with the next highest ranked proposer.





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December 24, 2013

## **MEMORANDUM**

**TO:** Charles H. Ada II, Executive Manager

**FROM:** Franklin P. Taitano, Supply Management Administrator

**SUBJECT:** **Evaluation and Recommendation - Request For Proposal (RFP)**  
**Environmental Consulting Services**  
**RFP No. GIAA-004-FY14**

The referenced Request for Proposal (RFP) solicits interests from firms or individuals to provide professional services for the Environmental Consulting Services. The advertisement for this RFP was published in the local newspaper for the months of November & December 2013. The deadline to submit the proposals was on December 13, 2013.

Twelve (12) firms/individuals acknowledged receipt of the package and four (4) firms submitted qualification documents before the submission deadline.

### **Evaluation and Selection**

Pursuant to Section X of the package, after receipt of all proposals, the GIAA Evaluation Committee conducted an independent evaluation for the purpose of selecting the most responsive and responsible offeror based on the evaluation criteria. The committee which Management established to evaluate the firms' qualifications included the following:

- a. Jean M. Arriola, Airport Services Manager
- b. Gerard Bautista, Air Terminal Manager
- c. Victor Cruz, Engineering Supervisor
- d. Frank R. Santos, Expansion Office

The committee completed their evaluation and the scores were tabulated as reflected on the attached summary worksheet. As a result of our tabulation, the firms selected in the order of their ranking are as follows:

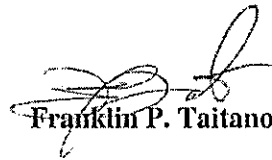
- 1. Proposer A
- 2. Proposer D
- 3. Proposer C
- 4. Proposer B

### Recommendation

Based on the tabulation of the proposers ranking, it is determined that **Proposer A** ranked number one and the best qualified firm to perform the required services in accordance with the criteria set forth in the RFP. Also, as a result of our review of the submitted required documents, the firm has been deemed to have met the standards of responsibility and responsiveness outlined in the Guam Procurement Regulations.

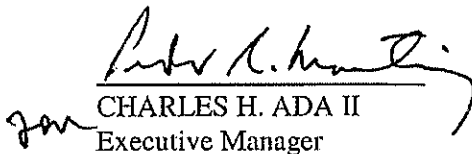
Therefore, management recommends the approval of the ranking results and the contract award to **Proposer A**, as the highest ranked proposer for the Environmental Consulting Services subject to negotiations of fair and reasonable fees. In the event that the aforementioned negotiations prove unsuccessful, the GIAA may enter negotiations with the next highest ranked proposer.

Should you have any questions or need to discuss this matter further, I am available at your request.



Franklin P. Taitano

APPROVED:



CHARLES H. ADA II  
Executive Manager

Attachments

cc: Evaluation Committee  
Procurement File





Antonio B. Won Pat  
 International Airport Authority, Guam  
**Evaluation Score Tally Sheet**  
**ENVIRONMENTAL CONSULTING SERVICES**  
**RFP NO. GIAA-004-FY14**

NAME OF FIRM/PROPOSER	Evaluator 1		Evaluator 2		Evaluator 3		Evaluator 4		AVERAGE
	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Rank
Proposer A	96	1	93	1	96	1	95	1	1
Proposer B	86	4	75	4	88	4	87	4	4
Proposer D	94	2	88	2	93	2	91	2	2
Proposer C	91	3	85	3	91	3	90	3	3

Evaluators	
No. 1:	Gerard Bautista
No. 2:	Victor Cruz
No. 3:	Frank Santos
No. 4:	Jean M. Arriola

## Executive Manager's Report GIAA Board of Directors Meeting December 27, 2013

### AIRLINE ISSUES

#### **Chinese Winter and New Year Charters**

- **China Air** will be operating 2 round trip charters on the TPE/GUM route in December with A330 aircraft with a seat capacity of 313 passengers.
- **Dynamic Air** met with GIAA officials on December 17, 2014 to discuss their plans to conduct charters from three Chinese cities during the Chinese New Year Holiday in February 2014. Dynamic Air will be operating 3 round trips from Beijing (PEK), 3 round trips for Dalian (DLC), and 2 round trips from Chengdu (CTU). All flights will be serviced by a B767 with a 218 seat capacity.

#### **Japan Winter Charters (Dec. 27 through Jan. 3, 2014 – 42 charters total)**

- **EVA Air** will be operating 7 round trip charters servicing the NRT/GUM route on their A321-200 aircraft with a 182 pax seat capacity.
- **Korean Air** will be operating 10 round trip charters servicing the NRT/GUM route on their A330 aircraft with a 253 pax seat capacity. They will also be operating a NGO/GUM charter on a B737 with a 176 pax seat capacity.
- **China Airlines** will be operating 4 charters on the KIX (Kansai)/GUM route and 2 charters on the FUK (Fukuoka)/GUM route, operating A330 aircraft with a 313 seat capacity.
- **United Airlines** will operate 16 winter charters from 5 Japan cities, all utilizing the B&37-800 with a 155 seat capacity:
  - 3 FUK (Fukuoka) /GUM
  - 2 NRT(Narita)/GUM
  - 2 KIX (Kansai)/GUM
  - 2 NGO (Nagoya)/GUM
  - 2 HIJ (Hiroshima)/GUM
  - 1 OKJ (Okiyama)/GUM
  - 1 MYJ (Matsumaya)/GUM
  - 1 KMI (Miyazaki)/GUM
  - 1 TOY (Toyama)/GUM
  - 1 KIJ (Niigata)/GUM
- **Delta** will operate a charter on the NGO (Nagoya)/GUM route operating a B757 with 174 passenger seat capacity.

### 2013 ACCOMPLISHMENTS AND GOALS AND OBJECTIVES 2014

Attached for reference is Management's report on 2013 Accomplishments and the Authority's Goals and Objectives for 2014 ("GO 2014") for the Board's review and information.

### FAA ISSUES

The FAA has announced a "Finding of No Significant Impact and Record of Decision (FONSI/ROD) based upon results of a Final Environmental Assessment prepared in August 2012 by the USDOT, in cooperation with the FAA. The proposed project is for the construction for the segment of the Tiyan Parkway that will cross through the GIAA property. The following projects are addressed by FONSI/ROD:

- Release of Airport land at GUM for sale or lease for use in construction of portions of the Tiyan Parkway
- Change to the GUM Airport Layout Plan (ALP) to depict the proposed project



**Executive Manager's Report**  
**GIAA Board of Directors Meeting**  
**December 27, 2013**

- Site preparation, grading, drainage, paving, marking and lighting of the roadway  
GIAA will inform the public of the FONSI/ROD via newspaper advertising as required and as part of its public information program.

In a teleconference between GIAA Management and FAA, status of CIP projects, ongoing assessments of FAA issues at GIAA and general items were discussed. These issues are incorporated in the draft Goals and Objectives for 2014 , "GO 2014" document, for reference.

**CUSTOMER SERVICE ISSUES**

**Website and Mobile Application**

A refreshed website and introduction of the newly-developed Guam Airport mobile application is scheduled for launch on January 10, 2014, to coincide with the Proclamation Signing of Airport Week 2014. The website and mobile application streamlines information and incorporates a new modern look. While Phase 1 of the mobile application will be launched, a Phase2 is planned for implementation 60 days thereafter for a passenger way finder feature that will enable passengers to find their way around the Airport, and a Phase 3 will be in place 60 days after initial launch which features the mobile app and website to be available in Japanese, Chinese, and Korean, from the official English homepage.

**Baggage Information Display System (BIDS)**

A new BIDS System based on LCD technology will be installed January 2014. There will be four monitors per carousel. One will be placed at a domestic gate and in the U.S. Customs & Border Protection Hall. This will eliminate the static signage presently used by airlines.

**38<sup>th</sup> AIRPORT WEEK ACTIVITIES**

Commencing January 10 through 17, 2014, the 38<sup>th</sup> Anniversary of the creation of the Airport Authority as a Government of Guam entity will be celebrated with a series of activities throughout the week.

Beginning Jan. 3	Basketball, Softball, and Volleyball tourney
January 10, 2014	Proclamation Signing , 10:30am, Governor's Cabinet Conference Room Road Wave @ 4pm, Airport Lower Parking Lot
Jan. 11, 2014	5K Run/Walk Show 5am, Go 6am
Jan. 11, 2014	Airport Family Mass, 6pm, Hagatna Cathedral
Jan. 12, 2014	Paddling Challenge
Jan. 12, 2014	Bowling Bash
January 17, 2014	Tenant Appreciation Banquet and Employee Recognition Program "A Tribute to our Troops" Hyatt Regency Guam

**Executive Manager's Report  
GIAA Board of Directors Meeting  
December 27, 2013**

**BIDS/REQUEST FOR PROPOSALS**

**RFP for Architectural/Engineering Services for Terminal Building Structural Upgrade & Concourse Isolation Design**

OPEN: Nov. 20, 2013  
DEADLINE: Dec. 20, 2013 at 4:00pm

**RFP for Design Services for GIAA Tiyan Site Development Access Road**

OPEN: Nov. 27, 2013  
DEADLINE: Dec. 27, 2013 at 4:00pm

**IFB for Exterior Wall Painting/Repair of Terminal & Other Airport Structures**

OPEN: December 19, 2013  
DEADLINE: Jan. 17, 2014 at 2:00pm

**ANNOUNCEMENTS**

- ACI Asia-Pacific and the GIAA reconciled funds received and expended for the ACI Asia-Pacific Small and Emerging Airports Seminar held on Guam in October 2013. The final report shows that entire conference was fully underwritten by the generous support of our sponsors, and by registration fees of this well-attended and highly-regarded meeting and network of airport executives. We thank all our employees who worked hard on this event, and our tenants and airport partners who contributed generously to host over 100 international and local participants.
- **Holiday Activities:** The Airport hosted the Guam Adventist Academy Handbell Choir, the Symphony Society of Guam Horn Quartet, the Harvest Baptist Bible College Choir December 13 through 24, to bring holiday cheer to our passengers in the TSA Pre-Screening area. The Airport will also host the refreshments at the Peace Festival on December 28, 2013 from 6pm to 10pm at the Government House, along with GPD and GFD.
- An Airport Emergency Response Table Top Exercise was held on December 4, 2013 at the GIAA conference rooms. All emergency responders (ARFF, Airport players, GFD, GPD, Homeland Security/Civil Defense, Joint military forces, Public Health, GMH etc.) participated. The Table Top Exercise is conducted to meet Federal Air Regulations Part 139 requirements and tests the GIAA Airport Emergency Plan which is reviewed and approved by the Federal Aviation Administration.
- A "Clearing the Path for Progress" Ceremony is scheduled for December 31, 2013 for Phase I of the Demolition and Remediation of Airport Structures. The ceremony will be held in the parking lot of the old GPD headquarters in Tiyan at 10am. Governor Calvo and legislative dignitaries will be in attendance and are confirmed to participate in the activities.



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# FISCAL YEAR 2013 ACCOMPLISHMENTS

## AIR SERVICE DEVELOPMENT

Item #	Stated Goal	Accomplishments
1.	Capture air service from new airline operators (Star Flyer, Summer 2013; Cebu Pacific, Fall 2013) with engaged air service development consultant.	<ul style="list-style-type: none"> <li>Cebu Pacific received DOT conditional approval for service from Manila on October 17, 2012.</li> <li>Korean Airlines commenced new charter service from the un-served market of Busan, to Guam in October 2012, operating twice weekly, utilizing B737-800 aircraft during winter season. They continued to service the Busan/Guam route during peak travel periods through 2013.</li> <li>Star Flyer commenced twice weekly charter services (13 total flights) from Kitakyushu Japan to Guam, utilizing an A320 with 150 seats on August 13, 2013.</li> <li>Skymark, a Japanese domestic airline, commenced service with nine charter flights that operated March 14 through 23, 2013 on the NRT/GUM route utilizing B738 aircraft with a 177-seat capacity, adding 1,593 seats in this 9-day period.</li> </ul>
2.	Incentivize stopover flight operations from foreign airlines.	PAL continues re-fueling/tech stops from San Francisco-Manila flight.
3.	Market GUM for regional airline flight training.	JAL commenced cadet pilot training on the B737-800 and the B767-300 at the Guam International Airport on October 14, 2013.
4.	Establish cooperative agreements with industry stakeholders for air service development. (GEDA/GVB joint marketing initiatives)	GIAA, together with GVB and GEDA participated in multiple trade forums in China, Korea, and Japan and took part in travel fairs in Seoul, Busan, Taiwan, Hong Kong, Beijing, Guangzhou, Taipei and Tokyo. GVB and GEDA also partnered with the Airport at the World Routes Forum held in Las Vegas in October 2013.

## Finance

Item #	Stated Goal	Accomplishments
1.	Refinance 2003 Revenue Bonds /Assess need for new capital bonds/ Influence re-affirmed or upgraded bond ratings.	The Airport issued and closed \$247Million in General Revenue bonds on 9/27/13. The bonds refinanced the 2003 revenue bond balance(\$135M, and provides for new money (\$112M ) for additions, improvements and enhancement of GIAA terminal and facilities.

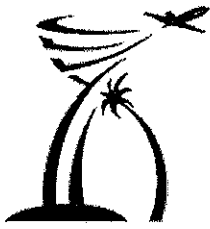


# FISCAL YEAR 2013 ACCOMPLISHMENTS

2.	Apply for EB-5 airport regional center status.	RFP procurement completed for EB-5 consultant. USCIS application in progress.
3.	Continue cost containment and efficiency maximization.	Subject to ongoing financial audit.
4.	Increase non-aeronautical revenue sources.	Subject to ongoing financial audit.
5.	Sustain downward trend for airline costs.	Subject to ongoing financial audit.
6.	Implement next phase for employee compensation program	Migration to market percentile of 20% implemented and in effect in FY 2013.

## Capital Programs

Item #	Stated Goal	Accomplishments
1.	Rehabilitate Runway 6L/24R.	<b>IFB Rehabilitate RWY 6L-24R Phase 1</b> Announced: May 3, 2013 Pre Bid Conference: May 16, 2013, 10:00 am Submission Deadline: June 3, 2013, 2:00 pm This project is currently under construction. NTP was issued October 2013.
2.	Complete installation of new ILS for Runway 6L-24R	Substantially complete pending FAA flight checks. Active operations delayed until runway safety area is cleared.
3.	Finalize master plan update pending noise exposure maps.	Master plan update complete. Part 150 noise study is being updated.
4.	Install PAPI NAVAID for Runway 24L.	This is part of the Rehabilitation of Runway 6L-24R Phase 2 project. The project is pending the issuance of the NTP by the end of December 2014 or thereafter.
5.	Proceed with Noise Mitigation Program.	<b>IFB Residential Sound Insulation Program Phase 2A</b> Announced: Dec 11, 2012 Submission Deadline: January 15, 2013, 2:00pm Preliminary NTP was issued for the procurement of materials. Materials are expected to be on island by January 2014 with installation starting around February 2014.



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# FISCAL YEAR 2013 ACCOMPLISHMENTS

6.	Invite bids for phased demolition packages. Note that this not the final demolition phase. The final phase is Demolition and Remediation of Various Airport Facilities Phase 2 which is currently under design and is scheduled to be out for bidding by January 2014.	<b>IFB Demolition and Remediation of Various Airport Facilities Phase I</b> Announced: June 19, 2013 Pre Bid: Tuesday, July 2, 2013 10am Closing: Friday, August 2, 2013, 2pm Award & Contract issued. Pending is the issuance of the unconditional building permit.
7.	Initiate design for concourse segregation project.	Bond Funding Secured Nov. 2013
8.	Complete FAA sponsored Airport Geographic Information System (AGIS) pilot program	This project is currently pending the acceptance by the FAA National Geodetic Survey (NGS) of the uploaded data for the eALP. All field survey and aerial survey work is completed.
9.	Replace one ARFF vehicle.	The grant was issued by FAA this FY. The specifications for the vehicle is being reviewed by FAA for authorization to advertise for bids by December 2013.
10.	Commence design for new ARFF facility.	The final Preliminary/Conceptual Design plans are being finalized for the FAA Grant application to be submitted by December 2013.
11.	Conduct planning for common use passenger check-in facilities.	Conceptual study completed for GIAA and airline user reviews.
12.	Completion of FAA sponsored Electrical upgrades.	<b>Replace/Upgrade Terminal Ramp Light System.</b> This project involves the installation of the new ramp light poles and flood light fixtures. Completed in September 2013.  Utility Power Hardening for Airport Facilities Phase 2. This project involves the installation of the new underground power transmission lines to the remaining critical facilities in the South Airport Tiyan area. Completed in September 2013

## Operations

Item #	Stated Goal	Accomplishments
1.	Implement Table Top Annual Disaster Exercise for Certification.	GIAA conducted its Table Top Exercise on December 4, 2013. A good show and play of responders were in attendance at the exercise, discussion and hot wash.



# FISCAL YEAR 2013 ACCOMPLISHMENTS

2.	Obtain "0" discrepancies in Annual FAA Inspections.	GIAA received high marks on its April 29, 2013 inspection by Airport Certification Inspector out of the Airport District, Honolulu, with only one recommendation to update the Airport's Wildlife Management Program.
3.	Improve efficiency in terminal equipment to include full implementation of the Energy Performance Management Program.	Replacement lighting completed for selected areas. Major air conditioning equipment installed. Building automation system and spare parts pending.
4.	Assess and adopt tiered aviation insurance requirements.	Insurance consultant assessment under review.
5.	Start new fuel system operations and maintenance contract.	RFP procurement action complete. New contract commenced in May 2013.
6.	Negotiate new water system O&M contract with GWA.	Operational and financial reviews are in progress.

## Services & Community Engagement

Item #	Stated Goal	Accomplishments
1.	Renovate Terminal Restrooms	Concourse restroom renovations included in merchandizing concessionaire capital improvements.
2.	Support implementation of CBP Global Entry program.	Global Entry kiosks installed.
3.	Expand Ambassador Program Services.	<b>Ambassador and Airport Information Center Program Bid</b> Announced: November 13, 2012 Bid Submission Deadline: November 29, 2012, 4pm Awarded: January 15, 2013, adding 2 additional Japanese and 2 additional Korean ambassadors on the am and pm shifts. Also increased hours for Chinese Ambassador services to accommodate Taiwan visa waiver program effective November 1, 2012.
4.	Lobby for TSA Pre-Check expedited screening initiative.	Effective august 14, 2013 <b>TSA Precheck</b> is in place for eligible United Airlines passengers, who may be selected for the program. Eligible United customers will start to see the TSA Precheck indicator on mobile boarding passes, boarding passes printed at home or from the kiosks at



# FISCAL YEAR 2013 ACCOMPLISHMENTS

		some airports, allowing customers to effectively route themselves to available TSA Precheck lanes. The TSA Precheck indicator will appear on boarding passes throughout a customer's itinerary whether or not the airport has TSA Precheck, so customers are encouraged to check that the airport is a participating location on <a href="http://united.com/tsaprescreening">united.com/tsaprescreening</a> or <a href="http://tsa.gov/tsaprecheck">tsa.gov/tsaprecheck</a> .
5.	Award and negotiate retail concession agreement.	<b>RFP for Specialty Retail Merchandise Concession Multiple Concepts</b> Announced: July 19, 2012 Submission Deadline: September 21, 2012 Extended: October 17, 2012, 4pm Awarded: April 12, 2013 DBO and Operations: July 21, 2013
6.	Enhance Website with Mobile Application Capability.	Scheduled for Launch January 10, 2014, coinciding with the Proclamation Signing of Airport Week.
7.	Engage Community Discussion with Social Media Applications.	Work in Progress
8.	Initiate landscaping improvements.	Funded by 2013 bond proceeds. Phased implementation.
9.	Support DPW projects for the Tiyan Parkway and expanded Route 10A roadways.	<b>Tiyan Parkway Update</b> After a meeting with Governor Calvo, FAA and the Federal Highway Administration on November 18, 2013, FAA agreed to keep Central Avenue and Sunset Boulevard in Tiyan next month. The road will remain open until Phase I is completed.  <b>RFP Design Services for GIAA Tiyan Site Development Access Road</b> OPEN: Nov. 13, 2013 DEADLINE: Dec. 27, 2013 at 4:00pm



# MANAGEMENT

## Goals & Objectives

# “GO 2014”

### Strategic Plan

1. Engage GIAA employee and stakeholder information exchange to develop the first draft
2. Filter draft plan based on operational forecasts, financial projections and realistic timelines
3. Adoption of Strategic Plan for FY'15 - FY'24 by Board of Directors

### Air Service Development

4. Adopt air service development strategy
5. Develop new air links with engaged air service development consultant
6. Create new destination based air service incentive.
7. Expand opportunities for regional airline flight training
8. Establish cooperative agreements with industry stakeholders for air service development
9. Identify China-ready initiatives for pending approval of parole authority for visa waiver

### Finance

1. Refinance energy efficiency loan
2. Maximize investment earnings
3. Influence upgraded bond ratings
4. Apply for EB-5 airport regional center status
5. Continue cost containment and efficiency maximization
6. Increase non-aeronautical revenue sources – lobby for amended legislation
7. Sustain downward trend for airline costs
8. Study HR reorganization efficiencies
9. Minimize findings in financial and compliance audits





# MANAGEMENT

## Goals & Objectives

# "GO 2014"

### Capital Programs

1. Commence all twenty one (21) projects under the 2013 bond issue

	FIRST PRIORITY		SECOND PRIORITY
1	International Arrivals Corridor	14	Phase 4 Near-Fault Seismic Upgrade
2	Phase 3 Near-Fault Seismic Upgrade	15	Access Control and Security Improvements
3	Hold Bag Screening Relocation	16	Terminal Flooring Replacement
4	SSCP Improvements	17	Upgrade Airport IT and FMS
5	FIDS Replacement	18	Route 10A Landscape Component
6	Integrated PLB Replacement	19	Enclose Arrival Tunnels
7	Common Use Check-In Facilities	20	Replace Conveyance Systems
8	Fuel System Improvements	21	Strengthen and Expand Curbside Canopies
9	Parking Expansion		
10	Inter-island Passenger Facility		
11	ARFF Facility Replacement		
12	Cargo Apron Relocation		
13	Replace Terminal Seating		

2. Re-paint terminal building
3. Replace terminal roof membrane
4. Upgrade terminal fire alarm and fire suppression systems
5. Update Part 150 noise study and noise exposure maps
6. Complete Phase 1 of runway 6L/24R rehabilitation
7. Continue with noise mitigation program
8. Complete FAA sponsored Airport Geographic Information System (AGIS) pilot program
9. Replace second ARFF vehicle and procure rapid intervention vehicle
10. Continue with next phases of the demolition and remediation projects

### Operations

1. Implement Table Top Annual Disaster Exercise for Certification
2. Obtain "O" discrepancies in Annual FAA Inspections
3. Adopt minimum standards for aeronautical activities
4. Adopt tiered aviation insurance requirements
5. Improve scope and administration of maintenance programs
6. Negotiate water system O&M contract with GWA
7. Activate 3<sup>rd</sup> fuel storage tank
8. Enhance Drug Free Workplace program
9. Adopt new Airport Rules & Regulations
10. Develop a federal grant process to mitigate risk levels



# MANAGEMENT Goals & Objectives “GO 2014”

## Services & Community Engagement

1. Complete terminal restroom renovations
2. Expand Ambassador Program services
3. Support local office for CBP Global Entry program
4. Support TSA Pre-Check expedited screening initiative
5. Adopt upgraded business model for food & beverage services
6. Develop rules and regulations for business incubator program
7. Enhance Website with Mobile Application capability.
8. Engage community discussion with Social Media applications
9. Initiate landscaping improvements
10. Support DPW projects for the Tiyan Parkway and expanded Route 10A roadways.

December 26, 2013

**MEMORANDUM**

To: Mr. Edward G. Untalan  
Chairman  
GIAA Board of Directors

From:  Carlos Bordallo  
Comptroller

Subject: **Operating Results - Revenues and Expenses as of  
November 30, 2013**

Attached herewith is GIAA's Operating Results Report for the month ending November 30, 2013. This report summarizes the Budgeted versus Actual Revenues and Expenses for the month and year-to-date results ended November 30, 2013.

The key operating results for 2 month(s) of FY 2014 ending November 30, 2013 - (in \$000's) are:

CATEGORY	YEAR-TO-DATE				FORECAST FOR FULL YEAR-FY14	
	Budget FY 14 Y-T-D	Actual FY 14 Y-T-D	% Variance Budget vs. Actual		Actual Y-T-D + Remaining FY 14 Budget	% Variance Budget vs. Estimate for Full Year
			Y-T-D Current Month	Y-T-D Last Month		
Total Signatory Revenues	\$4,209.2	\$4,135.7	-1.7%	-4.2%	\$26,657.0	-0.3%
Total Concession Revenues	\$2,972.9	\$3,017.2	1.5%	1.2%	\$18,015.0	0.2 %
Total PFC's	\$1,008.3	\$989.6	-1.9%	-5.8%	\$6,417.5	-0.3%
Total Other Revenues	\$2,488.8	\$2,340.3	-6.0%	-4.2%	\$15,066.7	-1.0%
Total Operating Revenues	\$10,679.1	\$10,482.9	-1.8%	-2.8%	\$66,156.1	-0.3%
Total Operating Expenses	\$6,732.6	\$5,545.4	-17.6%	-6.8	\$38,583.3	-3.0%
Net Revenues from Operations	\$3,946.6	\$4,937.5	25.1%	2.2%	\$27,572.9	3.7%
Non-Operating Expenses	\$225.0	\$0.0	-100.0%	-100.0%	\$275.0	-45.0%
Other Available Moneys/other sources of funds	\$1,141.4	\$1,065.6	-6.6%	-7.0%	\$6,772.5	-1.1%
Net Debt Service Coverage	1.18	1.43	21.0%	6.1%	1.37	3.1%

Page 2 - Operating Results as of November 30, 2013

Year-to-date Total Signatory Revenues for the month ending November 30, 2013 are below Budgeted revenues by -1.7%. Signatory revenue estimates are based on projections submitted by Signatory airlines and adopted in the annual budget.

Year-to-date Total Concession Revenues are above budget estimates by 1.5% and Passenger Facility Charges are below by -1.9%.

Year-to-date Total Other Revenues, inclusive of non-signatory and non-airline revenues, are below the budget estimate by -6.0%.

Year-to-date Total Operating Revenues Actual of \$10.5M is -1.8% below the budget estimate of \$10.7M.

Year-to-date Total Operating Expenses are below budget by -17.6%. Components of this line item include a -18.6% decrease in Personnel Service, a -15.2% decrease in Contractual Services, a -43.2% decrease in Materials & Supplies and a 0% decrease in Equipment/Furnishings from budgeted amounts for these respective categories.

The actual year-to-date Net Revenues from Operations of \$4.94M reflects an increase of 25.1% over the year-to-date budgeted amount of \$3.95M.

Finally, our year-to-date results for Debt Service Coverage is at 1.37 versus the requirement of 1.25.

Should you have any questions, please contact me at your convenience.

Attachments

cc: Board of Directors  
Executive Manager  
Deputy Executive Manager  
Frank R. Santos, Expansion  
Division Heads

**GUAM INTERNATIONAL AIRPORT AUTHORITY**  
**KEY OPERATING RESULTS (\$000's)**  
As of November 30, 2013

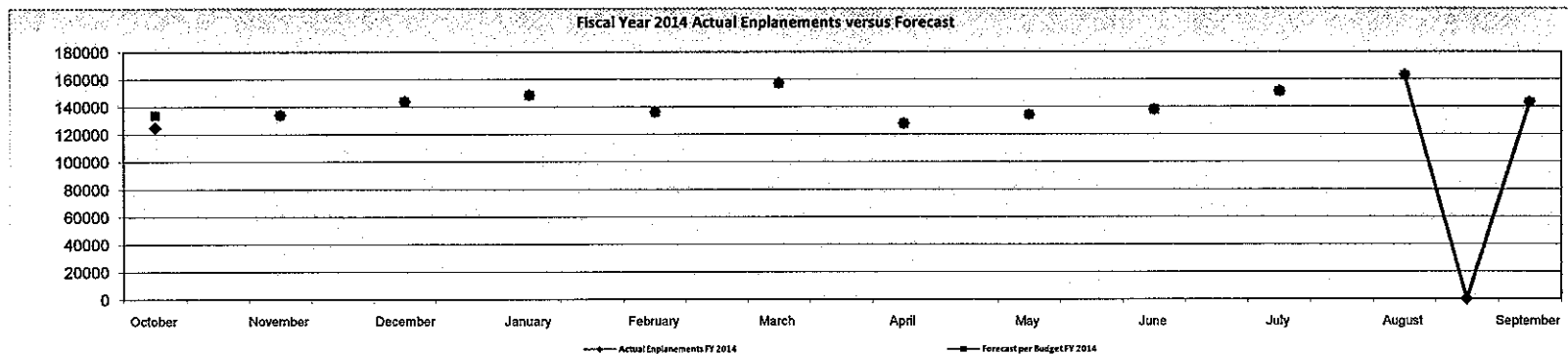
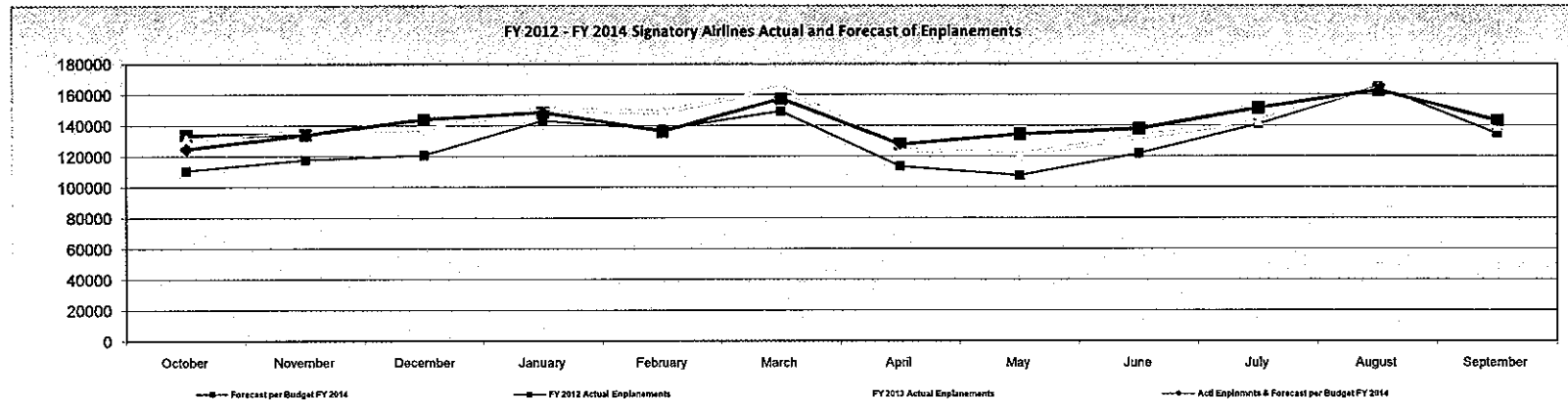
	CURRENT MONTH				Budget Full Year	YEAR - TO - DATE				FULL YEAR FORECAST	
	Actual	Budget	Actual	%Var		Actual	Budget	Actual	%Var	Actual/Est	%Var
	FY2013	FY2014	FY2014	Bud Vs Act'l		FY2013	FY2014	FY2014	Bud Vs Act'l		
<b>I. Signatory Airline Rents &amp; Fees</b>											
Terminal Bldg Rentals	277.0	256.8	259.1	0.9%	3,082.1	554.0	513.7	516.9	0.6%	3,085.4	0.1%
Departure Fees	554.3	466.8	466.5	-0.1%	5,951.4	1,093.8	931.9	900.8	-3.3%	5,920.2	-0.5%
Arrival Fees	594.4	460.5	477.6	3.7%	5,908.9	1,147.4	918.5	931.2	1.4%	5,921.6	0.2%
Immigration Inspection Fees	222.5	157.2	180.5	14.8%	2,042.8	429.7	318.0	350.8	10.3%	2,075.7	1.6%
Loading Bridge Use Fees	364.5	477.2	450.0	-5.7%	6,045.5	731.8	962.7	869.7	-9.7%	5,952.5	-1.5%
Apron Use Fees	126.3	119.4	119.4	0.0%	1,532.7	250.9	233.8	234.4	0.2%	1,533.3	0.0%
Landing Fees	208.8	168.9	169.1	0.0%	2,167.0	414.8	330.6	331.9	0.0%	2,168.3	0.0%
<b>Total Signatory Revenue</b>	<b>2,347.8</b>	<b>2,106.8</b>	<b>2,122.1</b>	<b>0.7%</b>	<b>26,730.5</b>	<b>4,622.6</b>	<b>4,209.2</b>	<b>4,135.7</b>	<b>-1.7%</b>	<b>26,657.0</b>	<b>-0.3%</b>
Enplaned Signatory Pax	135,518	134,289	134,044	-0.2%	1,711,959	267,428	268,081	258,849	-3.4%	1,702,727	-0.5%
Cost per Enplaned Pax	\$17.32	\$15.69	\$15.83	0.9%	\$15.61	\$17.29	\$15.70	\$15.98	1.8%	\$15.66	0.3%
<b>Revenues from Sources other than Signatory Airlines Rents &amp; Fees</b>											
Concession Revenues											
Gen Mdse (DFS)	658.1	1,201.2	1,229.2	2.3%	14,414.9	1,263.7	2,402.5	2,463.4	2.5%	14,475.8	0.4%
In-flight Catering	62.8	62.2	67.4	8.3%	802.1	124.5	128.0	125.6	-1.9%	799.6	-0.3%
Food & Beverage	74.2	72.4	73.6	1.7%	942.3	145.7	141.7	146.0	3.0%	946.6	0.5%
Rental Cars	78.6	80.4	75.9	-5.5%	970.0	154.8	160.4	151.0	-5.9%	960.6	-1.0%
Other Concession Rev	70.3	70.1	66.3	-5.5%	841.3	144.4	140.3	131.3	-6.4%	832.3	-1.1%
<b>Total Concession Revenues</b>	<b>943.9</b>	<b>1,486.3</b>	<b>1,512.4</b>	<b>1.8%</b>	<b>17,970.6</b>	<b>1,833.0</b>	<b>2,972.9</b>	<b>3,017.2</b>	<b>1.5%</b>	<b>18,015.0</b>	<b>0.2%</b>
Passenger Facility Charges	458.0	504.7	515.1	2.1%	6,436.1	964.1	1,008.3	989.6	-1.9%	6,417.5	-0.3%
Other Revenue	1,326.6	1,273.6	1,176.6	-7.6%	15,215.1	2,511.9	2,488.8	2,340.3	-6.0%	15,066.7	-1.0%
<b>Total Operating Revenue</b>	<b>5,076.4</b>	<b>5,371.4</b>	<b>5,326.3</b>	<b>-0.8%</b>	<b>66,352.4</b>	<b>9,931.6</b>	<b>10,679.1</b>	<b>10,482.9</b>	<b>-1.8%</b>	<b>66,156.1</b>	<b>-0.3%</b>
<b>II. Operating Expenses:</b>											
Personnel Services	1,177.5	1,992.6	1,347.5	-32.4%	17,269.0	2,365.9	3,321.0	2,703.6	-18.6%	16,651.7	-3.6%
Contractual Services	1,537.0	1,650.9	1,278.9	-22.5%	20,824.5	3,070.6	3,224.9	2,735.6	-15.2%	20,335.3	-2.3%
Materials & Supplies	18.7	111.7	62.7	-43.9%	1,499.9	36.4	186.7	106.1	-43.2%	1,419.3	-5.4%
Equipment/Furnishings	0.0	0.0	0.0	0.0%	177.0	0.0	0.0	0.0	0.0%	177.0	0.0%
<b>Total Operating Expenses</b>	<b>2,733.2</b>	<b>3,755.2</b>	<b>2,689.1</b>	<b>-28.4%</b>	<b>39,770.5</b>	<b>5,472.9</b>	<b>6,732.6</b>	<b>5,545.4</b>	<b>-17.6%</b>	<b>38,583.3</b>	<b>-3.0%</b>
<b>Net income from Operations</b>	<b>2,343.2</b>	<b>1,616.2</b>	<b>2,637.2</b>	<b>63.2%</b>	<b>26,581.9</b>	<b>4,458.7</b>	<b>3,946.6</b>	<b>4,937.5</b>	<b>25.1%</b>	<b>27,572.9</b>	<b>3.7%</b>

GUAM INTERNATIONAL AIRPORT AUTHORITY  
KEY OPERATING RESULTS (\$000's)  
As of November 30, 2013

	CURRENT MONTH				Budget Full Year	YEAR - TO - DATE				FULL YEAR FORECAST	
	Actual FY2013	Budget FY2014	Actual FY2014	%Var Bud Vs Act'l		Actual FY2013	Budget FY2014	Actual FY2014	%Var Bud Vs Act'l	Actual/Est	%Var Bud Vs Act'l
III. Other Revenues and Expenses											
Less: Non Operating Expense(Ret/DOI/OHS)	21.8	0.0	0.0	0.0%	500.0	130.1	225.0	0.0	-100.0%	275.0	-45.0%
Add: Interest on Investments	82.5	83.6	41.8	-50.0%	1,003.1	165.1	167.2	85.9	-48.6%	921.8	-8.1%
<b>Net Revenues</b>	<b>2,403.9</b>	<b>1,699.8</b>	<b>2,679.0</b>	<b>57.6%</b>	<b>27,085.1</b>	<b>4,493.7</b>	<b>3,888.8</b>	<b>5,023.4</b>	<b>0.8</b>	<b>28,219.6</b>	<b>4.2%</b>
Add: Other Sources of Funds	36.6	37.9	0.0	0.0%	454.8	79.5	75.8	0.0	0.0%	379.0	0.0%
Add: Other Available Moneys	360.7	532.8	532.8	0.0%	6,393.5	721.4	1,065.6	1,065.6	0.0%	6,393.5	0.0%
					6,848.3		1,141.4	1,065.6	-6.6%	6,772.5	-1.1%
<b>Net Revenues and Other Available Moneys</b>	<b>2,801.2</b>	<b>2,270.5</b>	<b>3,211.8</b>	<b>41.5%</b>	<b>33,933.4</b>	<b>5,294.6</b>	<b>5,030.1</b>	<b>6,088.9</b>	<b>21.0%</b>	<b>34,992.1</b>	<b>3.1%</b>
Debt Service payments	1,442.8	2,131.2	2,131.2	0.0%	25,574.0	2,885.7	4,262.3	4,262.3	0.0%	25,574.0	0.0%
<b>Debt Service Coverage</b>	<b>1.94</b>	<b>1.07</b>	<b>1.51</b>	<b>41.5%</b>	<b>1.33</b>	<b>1.83</b>	<b>1.18</b>	<b>1.43</b>	<b>21.0%</b>	<b>1.37</b>	<b>3.1%</b>
<b>Debt Service Requirement</b>	<b>1.25</b>	<b>1.25</b>	<b>1.25</b>		<b>1.25</b>	<b>1.25</b>	<b>1.25</b>	<b>1.25</b>		<b>1.25</b>	

# SUMMARY SIGNATORY AIRLINES

Enplanements	October	November	December	January	February	March	April	May	June	July	August	September	Total
Forecast per Budget FY 2014	133,792	134,289	144,046	148,586	136,168	157,310	127,908	134,404	137,919	151,310	163,010	143,217	1,711,959
FY 2009 Actual Enplanements	96,587	102,001	100,515	123,234	114,550	123,061	99,415	98,005	84,556	111,273	119,504	108,317	1,281,018
FY 2010 Actual Enplanements	94,630	105,230	108,410	132,016	129,523	137,257	102,312	112,910	111,671	133,353	147,419	132,165	1,446,896
FY 2011 Actual Enplanements	112,043	117,861	115,206	137,595	131,263	128,645	90,184	99,827	100,434	119,730	140,999	123,086	1,416,873
FY 2012 Actual Enplanements	110,962	118,092	121,031	143,545	137,851	149,600	113,893	107,914	122,061	141,014	165,376	135,017	1,566,356
FY 2013 Actual Enplanements	131,910	135,518	138,186	150,971	148,524	164,380	124,701	121,128	132,315	142,967	165,026	138,907	1,694,533
Actl Enplanmnts & Forecast per Budget FY 2014	124,805	134,044	144,046	148,586	136,168	157,310	127,908	134,404	137,919	151,310	163,010	143,217	1,702,727
FY 2014 versus FY 2013	-5.39%	-1.09%	4.24%	-1.58%	-8.32%	-4.30%	2.57%	10.96%	4.24%	5.84%	-1.22%	3.10%	0.48%



Actual versus Forecast													
Enplanements	October	November	December	January	February	March	April	May	June	July	August	September	Total
Actual Enplanements FY 2014	124,805	134,044	144,046	148,586	136,168	157,310	127,908	134,404	137,919	151,310	163,010	143,217	1,702,727
Forecast per Budget FY 2014	133,792	134,289	144,046	148,586	136,168	157,310	127,908	134,404	137,919	151,310	163,010	143,217	1,711,959
Actual Enplanements Over/(Under) Forecast	(8,987)	(245)	0	0	0	0	0	0	0	0	0	0	(9,232)
Cumulative Total	(8,987)	(9,232)	0	0	0	0	0	0	0	0	0	0	
Percentage Over/(Under) Forecast													
	October	November	December	January	February	March	April	May	June	July	August	September	
% Monthly	-6.7%	-0.2%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
% Cumulative Total	-6.7%	-0.2%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Month to Month Trend													
	October	November	December	January	February	March	April	May	June	July	August	September	
Actual Enplanements	124,805	134,044	144,046	148,586	136,168	157,310	127,908	134,404	137,919	151,310	163,010	143,217	
Month to Month Increase/(Decrease)		9,239	10,002	4,540	-12,418	21,142	-29,402	6,496	3,515	13,391	11,700	-19,793	
Month to Month Increase/(Decrease) in %		7.4%	7.5%	3.2%	-8.4%	15.5%	-18.7%	5.1%	2.6%	9.7%	7.7%	-12.1%	

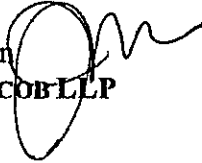
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**RECOMMENDATION OF COUNSEL**

**TO:** Board of Directors  
**ANTONIO B. WON PAT INTERNATIONAL**  
**AIRPORT AUTHORITY, GUAM**

**CC:** Mr. Charles H. Ada II  
Executive Manager  
**ANTONIO B. WON PAT INTERNATIONAL**  
**AIRPORT AUTHORITY, GUAM**

**FROM:** Janalynn Cruz Damian   
**CALVO FISHER & JACOB LLP**

**DATE:** December 18, 2013

**SUBJECT:** Executive Session

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Pursuant to 5 G.C.A. § 8111(c)(1), I hereby recommend that the Board of Directors of GIAA conduct an Executive Session at the next regularly scheduled Board meeting to discuss pending or threatened litigation to which GIAA is or may be a party.