

ATURIDAT PUETTON BATKON  
AIREN GUAHAN ENTENASIONAT

A.B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM  
Board of Directors Regular Board Meeting  
3:00 p.m. Thursday, July 30, 2015  
GIAA Terminal Conference Room #3

SIGN IN SHEET

	<u>PRINT NAME</u>	<u>COMPANY/AGENCY</u>
1.	Imannio	GIAA
2.	Blaine Dydasco	Sen. Tom Ada
3.	Antonio Tarrangon	GIAA Police
4.	VICTOR J. CRUZ	GIAA
5.	CHUCK ADA	GIAA
6.	Carlos Bordallo	GIAA
7.	FRANK P. TATTARLO	GIAA
8.	R. Trasmonte	GIAA
9.	Moana E Lute	LSG
10.	Peter Tran	Sen. Tom Ada
11.	BENNY BAZA	ARFF
12.	Louis Santos	ARFF
13.	L-G-JAVELLANA	GIAA
14.	Thomas Fisher	FOA
15.	Gerard BRANTISTA	GIAA-ATM
16.	MUNA, EDUARDO	CIAA - GPS
17.	G Dalew	PON



**BOARD OF DIRECTORS REGULAR MEETING**  
**3:00 p.m., Thursday, July 30, 2015**  
**GIAA TERMINAL CONFERENCE ROOM #3**

Public Notice

First Notice:

Marianas Variety – June 23, 2015

Notice to Media – June 23, 2015

Second Notice:

Marianas Variety – June 28, 2015

Notice to Media – June 28, 2015

**AGENDA**

1. Call to Order and Attendance
2. Approval of Agenda
3. Approval of Minutes
  - A. June 25, 2015 Regular Meeting
4. Correspondence
5. Old Business

Status Updates of:

- A. Capital Improvement Projects
  - B. Draft Legislation for Property Lease & Development - Aeronautical
  - C. Air Service Development Strategy
  - D. Investment Advisor
  - E. Airport Property Development
  - F. Approval of Award - RFP No. RFP - 006 - FY15 - Management & Infrastructure Support Services to GIAA's Passenger Conveyance System
6. New Business
    - A. Approval of Grant Agreement - AIP Grant Number 3-66-0001-092-2015- Rehabilitate Runway 6L/24R - Phase V
    - B. Approval of Award - IFB No. GIAA - 003 - FY15 - Purchase and Delivery of Crew Cab & Small SUV Vehicles
  7. Report of Executive Manager
  8. Report of the Comptroller
  9. Public Comments
  10. Executive Session
  11. Adjournment

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE  
A.B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM**

**Thursday, July 30, 2015, 3:00 p.m.  
GIAA TERMINAL CONFERENCE ROOM #3**

ATURIDAT PUETTON BATKON  
AIREN GUAHAN ENTENASIONAT

**1. CALL TO ORDER AND ATTENDANCE**

The July 30, 2015 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 3:02 p.m. at the GIAA Terminal Conference Room #3, 355 Chalan Pasaheru, Tamuning, Guam, 96913.

**Directors Present:**

Edward G. Untalan  
Lucy M. Alcorn  
Gurvinder "Bic" Sobti  
Deedee S. Camacho  
Katherine C. Sgro  
Rosalinda A. Tolan

**Offices or positions:**

Chairman

**Directors Absent:**

Martin J. Gerber (excused, off-island)

Vice Chairman

**GIAA Officials:**

Charles H. Ada II  
Peter Roy Martinez  
Frank R. Santos  
Jean M. Arriola  
Gerard Bautista  
Carlos Bordallo  
Benny Baza  
Antonio Taitingfong  
Joseph Javellana  
Edward Muna II  
Franklin Taitano  
Victor Cruz  
Rolenda Faasuamalie

Executive Manager (EM)  
Deputy Executive Manager (DEM)  
Business and Financial Consultant  
Airport Services Manager  
Air Terminal Manager  
Comptroller  
ARFF Chief  
Assistant Chief of Airport Police  
Program Coordinator IV  
Airport Operations Superintendent  
Procurement Supervisor  
Engineering Supervisor  
Airport Marketing Administrator

Janalynn Cruz Damian, Esq.

GIAA Legal Counsel

The Chairman welcomed Airport tenants, stakeholders, and members of the public who are noted in a sign-in sheet attached to these minutes.

## 2. APPROVAL OF AGENDA

Executive Manager Ada requested to combine Old Business items B - Draft Legislation for Property Lease & Development - Aeronautical and E - Airport Property Development, as they were similar in nature.

Motion to approve the agenda with said changes duly made by Director Tolan, seconded by Director Alcorn; motion unanimously passed.

## 3. APPROVAL OF MINUTES

### A. June 25, 2015 Regular Meeting

No corrections or changes were recommended. On motion duly made by Director Alcorn, seconded by Director Sgro, the following resolution was unanimously passed:

#### **Resolution No. 15-37**

The Board hereby approves the minutes of the June 25, 2015 regular meeting, subject to corrections.

## 4. CORRESPONDENCE

Executive Manager Charles H. Ada II had no correspondence to report.

## 5. OLD BUSINESS

### A. Status Updates of Capital Improvement Projects

#### i. Bond Capital Projects (Series 2013 Bond projects)

- International Arrivals Corridor. Presently out on bid. Six (6) local contractors interested in the bid have requested extensions to submission deadline. A thirty (30) day extension was granted. Mr. Santos expects the bids to be competitive and below estimated budget.
- Interisland Passenger Facility. Light Aircraft Commuter Facility has been completed. Once flights are scheduled, a ribbon-cutting ceremony will be held.
- Replace Terminal Seating. A-E to prepare bid package. Number of seats is to be inventoried. More durable materials for seats and additional seating are expected.

#### ii. Capital Improvement Fund – No updates to report.

iii. FAA AIP Grant Projects – Undistributed Obligations (UDO) – No updates to report.

B. Draft Legislation for Property Lease & Development - Aeronautical

EM Ada reported that the Authority is looking into acquiring services for evaluating potential land use and development. Counsel has prepared draft legislation to exclude aeronautical leases from the current 5-year limit. The Board Capital Improvement Projects/Property Development Subcommittee will meet and report its findings to the Board at the August Regular Board meeting.

C. Air Service Development Strategy

The first draft of the Airport service strategy has been created and is going to be given to the Board Marketing Subcommittee. Airport Strategy and Marketing Ltd. (ASM), GIAA's air service development plan consultant, will be on island in mid-August to discuss the air-lift strategy with GIAA Management, to be presented to the Board.

D. Investment Advisor

Comptroller Carlos Bordallo recommended a meeting with the Board Finance, Operations, and Administration Subcommittee before making a recommendation to the Board.

F. Approval of Award - RFP No. RFP - 006 - FY15 - Management and Infrastructure Support Services to GIAA's Passenger Conveyance System

The EM provided background information to the Board on the referenced RFP including the scope of services, contract term, dates of advertisement of the RFP, proposal submission deadline, and the number of interested proposers. An evaluation committee was established to evaluate the two (2) proposals timely submitted to determine the most qualified proposer. The proposals were evaluated on a point system assigned for each criteria identified in the RFP package. The qualified firms in the ranking are as follows:

1. Proposer A
2. Proposer B

Management recommends that the Board approve the ranking results and award the RFP to Proposer A, subject to Management's negotiations of fair and reasonable fees.

On motion duly made by Director Tolan, seconded by Director Alcorn, the following resolution was unanimously approved:

**Resolution No. 15-38**

The Board hereby approves the ranking results as presented and contract award to Proposer A for Management and Infrastructure Support Services to GIAA's Passenger Conveyance System - RFP No. RFP-006-FY15. Management is authorized to negotiate with Proposer A fair and reasonable fees and come back to the Board for final approval.

EM Ada informed the Board that Proposer A is Otis Elevator Company.

**6. NEW BUSINESS**

- A. Approval of Grant Agreement - AIP Grant Number 3-66-0001-092-2015 - Rehabilitate Runway 6L/24R - Phase V

This matter was brought before the Board for ratification. Phase V of the grant is the reimbursement of funds used toward the completion of Runway 6L/24R in the amount of \$3.3M to GIAA from the FAA.

On motion duly made by Director Sobti, seconded by Director Sgro, the following resolution was unanimously approved:

**Resolution No. 15-39**

The Board hereby ratifies and approves the execution of the Grant Agreement for AIP Grant Number 3-66-0001-092-2015 - Rehabilitate Runway 6L/24R - Phase V, and the certification thereof by legal counsel.

- B. Approval of Award - IFB No. GIAA-003-FY15 - Purchase and Delivery of Crew Cab & Small SUV Vehicles

EM Ada began with providing background information on the referenced IFB including the scope of services, contract term, dates of advertisement of the IFB, proposal submission deadline, and the number of interested proposers. Three (3) firms submitted bid proposals by the deadline. As required by the Procurement Laws and Regulations, the bid was publicly opened and read aloud.

Management recommends the contract award of \$114,470 to Atkins Kroll Inc. for a total of three (3) crew cab vehicles and \$49,116.00 to Cars Plus LLC, for two (2) small SUV vehicles as both companies have been determined to have met the standards of responsibility and responsiveness outlined in Guam Procurement Regulations.

On motion duly made by Director Sgro, seconded by Director Alcorn, the following resolution was unanimously approved:

**Resolution No. 15-40**

The Board hereby authorizes the approval of contract award - IFB No. GIAA-003-FY15 - Purchase and Delivery of Crew Cab & Small SUV Vehicles to Atkins Kroll Inc. for a total of \$114,470 for three (3) crew cab vehicles and \$49,116.00 to Cars Plus LLC, for two (2) small SUV vehicles.

**7. REPORT OF THE EXECUTIVE MANAGER**

Reference is made to the Executive Manager's written Report included as part of the Board's packet, which was presented by EM Ada.

**8. REPORT OF THE COMPTROLLER**

Comptroller Bordallo reported on the revenues and expenses of the Authority as of **June 30, 2015**. Mr. Bordallo reported that year-to-date Total Signatory Revenues are below budgeted revenues by **-1.4%**, year-to-date Total Concession Revenues and Passenger Facility Charges are under budget by **0.6%** and **-3.7%**, respectively. Year-to-date Total Other Revenues, inclusive of non-signatory and non-airline revenues are above the budget estimate by **14.2%**. Year-to-date Total Operating Revenues Actual of **\$52.4M** is **2.3%** above the budget estimate of **\$51.2**. Year-to-date Total Operating Expenses are below budget by **-14.9%**. Components of this line item include a **-9.8%** decrease in Personnel Service, a **-14.7%** decrease in Contractual Services, a **-58.3%** decrease in Materials & Supplies and **-100.0%** decrease in Equipment/Furnishings from budgeted amounts for these respective categories. The actual year-to-date Net Revenues from Operations of **\$24.4M** reflects an increase of **33.1%** over the year-to-date budgeted amount of **\$18.4M**. Mr. Bordallo reported that the year-to-date Debt Service Coverage is at **1.54** versus the requirement of **1.25**.

**9. PUBLIC COMMENTS**

There were no public comments.

**10. EXECUTIVE SESSION**

Upon written recommendation of counsel, on motion duly made by Director Camacho, seconded by Director Sobti, and unanimously approved, the Board recessed to convene into Executive session at 3:56 p.m. to discuss pending or threatened litigation to which GIAA is or may be a party. Attending Executive Session were members of the Board, EM Ada, and legal counsel.

On motion duly made by Director Alcorn, seconded by Director Tolan, and unanimously approved, Executive session adjourned at 4:22 p.m., at which time the Board reconvened regular session.

Chairman Untalan brought attention to the matter of contracts approval. The Chairman suggested that contracts for expenditures of \$50,000 or greater be brought to the Board for approval. The Chairman also requested that when contracts are presented for execution by him, Management include a summary of key terms and conditions for Chairman's review.

On motion duly made by Director Sobti, seconded by Director Tolan, the following resolution was unanimously approved:


**Resolution No. 15-41**

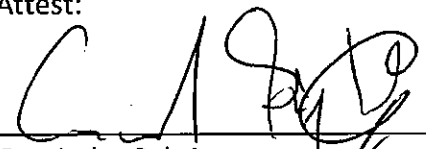
Board Resolution No. 14-16 approved at the November 27, 2013 Regular Board Meeting is hereby rescinded. The Board hereby authorizes the Executive Manager to enter into contracts involving an expenditure in an amount not to exceed \$50,000.00 without Board approval.


**11. ADJOURNMENT**

Motion to adjourn duly made by Director Alcorn, seconded by Director Camacho; motion unanimously passed. The meeting was adjourned at 4:25 p.m.

Dated this 4, day of September, 2015.

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

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

Prepared and Submitted By:  
  
\_\_\_\_\_  
Maria DeVille Sablan  
Corresponding Secretary