

BOARD OF DIRECTORS REGULAR MEETING
3:00 p.m., Thursday, April 28, 2016
GIAA TERMINAL CONFERENCE ROOM #3

Public Notice

First Notice:

Guam Daily Post – April 21, 2016

Notice to Media – April 21, 2016

Second Notice:

Guam Daily Post – April 26, 2016

Notice to Media – April 26, 2016

AGENDA

1. Call to Order and Attendance
2. Approval of Agenda
3. Approval of Minutes
 - A. March 31, 2016 Regular Meeting
 - B. April 18, 2016 Reconvened Meeting
4. Correspondence
5. Old Business
 - A. Status Updates of Capital Improvement Projects
6. New Business
 - A. Approval of OTIS Contract (Management and Infrastructure Support Services - Passenger Conveyance System) - RFP No. GIAA-006-FY15
 - B. Election of Officers - GIAA Board of Directors
7. Report of Executive Manager
8. Report of the Comptroller
9. Executive Session
10. Public Comments
11. Adjournment

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

**Thursday, April 28, 2016, 3:00 p.m.
GIAA TERMINAL CONFERENCE ROOM #3**

1. CALL TO ORDER AND ATTENDANCE

The April 28, 2016 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 Acting Chairman Gerber at 3:03 p.m. at the GIAA Terminal Conference Room #3, 355 Chalan Pasaheru, Tamuning, Guam, 96913.

Directors Present:

Martin J. Gerber
Lucy M. Alcorn
Rosalinda A. Tolan
Katherine C. Sgro
Deedee S. Camacho
Ricardo C. Duenas

Offices or positions:

Vice Chairman

Directors Absent:

Gurvinder "Bic" Sobti

Off-island; excused

GIAA Officials:

Peter Roy Martinez
Jean M. Arriola
Gerard Bautista
John A. Rios
Benny Baza
Robert D. Camacho
Franklin Taitano
Joseph Calvo
Rolenda Faasuamalie
Joseph Javellana

Deputy Executive Manager
Airport Services Manager
Air Terminal Manager
Comptroller
ARFF Chief
Chief of Airport Police
Procurement Supervisor
Superintendent of Properties & Facilities
Airport Marketing Administrator
Program Coordinator IV

Fred Tupaz

Janalynn Cruz Damian, Esq.

TMG, LLC

GIAA Legal Counsel

The Acting 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

Motion to approve the agenda as presented duly made by Director Tolan, seconded by Director Sgro; motion unanimously passed.

3. APPROVAL OF MINUTES

- A. March 31, 2016 Regular Meeting
- B. April 18, 2016 Reconvened Meeting

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

Resolution No. 16-36

The Board hereby approves the minutes of the March 31, 2016 regular meeting and the minutes of the April 18, 2016 reconvened meeting, subject to corrections.

4. CORRESPONDENCE

Deputy Executive Manager Martinez had no correspondence to report.

5. OLD BUSINESS

- A. Status Updates of Capital Improvement Projects

Mr. Fred Tupaz, TMG, LLC, referred the Board to handouts regarding the current Airport projects and provided various updates to the Board.

i. FAA AIP Grant Projects – Undistributed Obligations (UDO)

- FY2011 - Miscellaneous Airport Improvements Phase 4: Work in progress. Site preparation has commenced.
- FY2013 – Update Airport Master Plan Study: FAA Airport District Office to follow up on the GIS approval.
- FY2016 – Install Perimeter Fencing Required by 14 CFR 139: Entitlement grant was announced on April 13, 2016.

ii. Bond Capital Improvement Projects

- International Arrivals Corridor with Building Seismic Upgrades: Bid cancelled. Redesign and repackaging of bid in process. Bid opening tentatively scheduled for August 2016. GIAA expecting to receive 60% of redesign April 29, 2016.
- Hold Bag Screening Relocation: Work in progress. Project is 55% complete as of March 31, 2016. Seismic retrofit nearing completion.
- Integrated Passenger Loading Bridge Replacement: Passenger loading bridge is fully operational. Ribbon cutting ceremony held on April 20, 2016.
- Parking Expansion: Discussion with Department of Public Works commenced on April 12, 2016. Route 10A Phase 2 points provided to Engineering. Monthly coordination meetings scheduled.
- ARFF Facility Replacement: Grant application completed and submitted to FAA for the design portion. Scope of Work for the issuance of A&E RFP is under review by FAA. Bid advertisement anticipated for May 2016.
- Upgrade Airport IT and FMS: Scope of work for issuance of IFB is complete. Procurement of services pending further discussion with United Airlines

iii. Capital Improvement Fund

- Noise Mitigation Program 65 DNL & Higher - Phase VI: Final revisions submitted to the FAA, awaiting approval to issue the RFP.
- Wildlife Management Assessment: RFP is being prepared for FAA and legal review. Advertisement expected May 2016 with Notice to Proceed June 2016.
- ARFF Facility -Design/Construction Phase 1: Draft grant application being reviewed by FAA. RFP anticipated to be advertised May 2016 with Notice to Proceed June 2016.
- Upgrades to VQ-1 Hangar: Hangar door, roofing and other structural area assessment is ongoing. Pending United Airlines feedback on specifications.
- Improve Leasehold Facilities (GSE, Tech, HC-5): RFP is still under review by legal. Bid advertisement anticipated for May 2016.
- Tiyan Land Acquisition & Redevelopment: Monthly meetings with DPW for design concepts for Tiyan Parkway Phase II and Route 10A.
- Improve Arrival and Inspection Facilities: Fee proposal and scope of services received from Vancouver International Airport for installation and service of Automated Passport Control (APC) Systems. Negotiations scheduled for tomorrow. APC's installation anticipated for two weeks from Notice to Proceed, although will not be functioning until USCBP completes training.
- Apron Rehabilitation – Design: Draft grant application being reviewed by FAA. RFP advertisement anticipated for May 2016, with Notice Proceed June 2016.
- Express Facility Expansion: Discussions ongoing with end user.

- Miscellaneous Airport Improvements – Phase V: Grant award was announced on April 13, 2016. Fence line project and demolition of remnant properties on North Tiyan Industrial Park in progress.

At this time, Mr. Tupaz provided the Board with a brief update regarding Air Service Development, stating that a number of airlines have announced their attendance at the upcoming PATA Summit, to include: Dynamic Airways, Cebu Pacific, Hong Kong Express and Beijing Capital Airlines. Mr. Tupaz also informed the Board of a request from Tiger Air Taiwan to meet with GIAA in Taiwan. Discussion followed relative to scheduling meetings with interested carriers.

6. NEW BUSINESS

- A. Approval of OTIS Contract (Management and Infrastructure Support Services - Passenger Conveyance System) - RFP No. GIAA-006-FY15**

On July 30, 2015 the GIAA Board of Directors approved the selection of OTIS Elevator Company Guam (OTIS) for the Management and Infrastructure Support Services to GIAA's Passenger Conveyance System. After recent meetings with OTIS to discuss scope and fees, Management recommends a fixed annual fee of \$203,073.00, which shall be paid in 12 equal monthly installments. Additionally, Management recommends a response time standard of one (1) hour outside of regular work hours.

Director Sgro inquired on the downtime of an escalator or elevator due to OTIS failing to respond within an hour. Air Terminal Manager, Gerard Bautista informed the Board of the penalty in the new contract which OTIS will incur for non-compliance.

Director Alcorn inquired if the new contract amount increased from the last contract. Mr. Bautista replied it is the same, however more quality assurance measures were added. Discussion followed relative to maintenance details of the contract.

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

Resolution No. 16-37

The Board hereby approves the OTIS Elevator Company Guam contract and fixed annual fee of \$203,073.00 for Management and Infrastructure Support Services to GIAA's Passenger Conveyance System - RFP No. GIAA-006-FY15, subject to Legal Counsel's review.

- B. Election of Officers - GIAA Board of Directors**

Acting Chairman Gerber announced that this item would be tabled until the return of Director Sobti.

7. REPORT OF THE EXECUTIVE MANAGER

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

8. REPORT OF THE COMPTROLLER

Mr. John Rios, Comptroller, reported on the revenues and expenses of the Authority as of **March 31, 2016**. Mr. Rios reported that year-to-date Total Signatory Revenues are above budgeted revenues by **2.8%**, year-to-date Total Concession Revenues and Passenger Facility Charges are above and below budget by **0.1%** and **-0.3%**, respectively. Year-to-date Total Other Revenues, inclusive of non-signatory and non-airline revenues are above the budget estimate by **9.4%**. Year-to-date Total Operating Revenues Actual of **\$36.3M** is **3.2%** above the budget estimate of **\$35.1M**. Year-to-date Total Operating Expenses are below budget by **-19.6%**. Components of this line item include a **-13.6%** decrease in Personnel Service, a **-19.9%** decrease in Contractual Services, a **-61.1%** decrease in Materials & Supplies and a **-100.0%** decrease in Equipment/Furnishings from budgeted amounts for these respective categories. The actual year-to-date Net Revenues from Operations of **\$17.5M** reflects an increase of **48.0%** over the year-to-date budgeted amount of **\$11.8M**. Mr. Rios reported that the year-to-date Debt Service Coverage is at **1.61** versus the requirement of **1.25**.

9. EXECUTIVE SESSION

The next item on the agenda was Executive Session.

Upon written recommendation of counsel, on motion duly made by Director Tolan, seconded by Director Alcorn, and unanimously approved, the Board recessed to convene into Executive Session at 3:47 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, Deputy Executive Manager Martinez, and Legal Counsel, Janalynn Cruz Damian.

Executive Session adjourned at 3:57 p.m., at which time the Board reconvened the regular session.

10. PUBLIC COMMENTS

There were no public comments.

11. ADJOURNMENT

Motion to adjourn duly made by Director Alcorn, seconded by Director Tolan; motion unanimously passed. The meeting was adjourned at 3:58 p.m.

Dated this 9th, day of June, 2016.



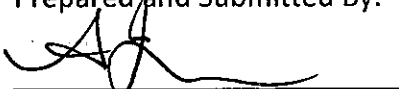
Ricardo C. Duenas
Chairman

Attest:



Gurvinder Sobti
Secretary

Prepared and Submitted By:



Amanda O'Brien-Rios
Corresponding Secretary

ATURIDAT PUESTON BATKON
AIREN GUAHAN ENTENASIONAT

A.B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM
Board of Directors Regular Meeting
3:00 p.m. Monday, April 28, 2016
GIAA Terminal Conference Room #3

SIGN-IN SHEET

	<u>PRINT NAME</u>	<u>COMPANY/AGENCY</u>
1.	FRANK D. TATTANO	GIAA
2.	Kenny S. Atoigue	ARFF
3.	BENNY BAZA	ARFF
4.	Gerard BLUTISTA	GIAA
5.	JAY LANTZ	ENR
6.	R. Faasmuel	GIAA mtg
7.	J. Pios	100
8.	Nestor Licante	KUAM
9.	Angus Chien	EVA AIR
10.	J-G. JAVELANA	GIAA
11.	ROBERT CAMASO	A.P.
12.	JEAN MARION	GIAA
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