

**BOARD OF DIRECTORS REGULAR MEETING**  
**3:00 p.m., Thursday, June 30, 2016**  
**GIAA TERMINAL CONFERENCE ROOM #3**

Public Notice

First Notice:

Guam Daily Post – June 23, 2016

Notice to Media – June 23, 2016

Second Notice:

Guam Daily Post – June 28, 2016

Notice to Media – June 28, 2016

**AGENDA**

1. Call to Order and Attendance
2. Approval of Agenda
3. Approval of Minutes
  - A. June 9, 2016 Regular Meeting
4. Correspondence
5. Old Business
  - A. Status Updates of Capital Improvement Projects
6. New Business
  - A. Approval of Award for HC5 Hangar Facility Renovation - IFB No. GIAA-C02-FY16
  - B. Approval of Award for Wildlife Hazard Assessment - RFP No. RFP-004-FY16
  - C. Approval of Award for Purchase and Delivery of Stanchion Barriers - IFB No. GIAA-005-FY16
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, June 30, 2016, 3:00 p.m.  
GIAA TERMINAL CONFERENCE ROOM #3**

**1. CALL TO ORDER AND ATTENDANCE**

The June 30, 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 Chairman Duenas at 3:03 p.m. at the GIAA Terminal Conference Room #3, 355 Chalan Pasaheru, Tamuning, Guam, 96913.

**Directors Present:**

Ricardo C. Duenas  
Katherine C. Sgro  
Lucy M. Alcorn  
Rosalinda A. Tolan

**Offices or positions:**

Chairman  
Vice Chairperson

**Directors Absent:**

Gurvinder "Bic" Sobti (Excused)  
Martin J. Gerber (Excused)  
Deedee S. Camacho (Excused)

Board Secretary

**GIAA Officials:**

Charles H. Ada II  
Peter Roy Martinez  
Jean M. Arriola  
John A. Rios  
Robert Camacho  
Benny Baza  
Franklin Taitano  
Joseph Javellana  
Victor Cruz  
Elfrie Koshiba

Executive Manager  
Deputy Executive Manager  
Airport Services Manager  
Comptroller  
Airport Police Chief  
Airport Fire Chief  
Procurement Supervisor  
Program Coordinator IV  
Engineering Supervisor  
Airport Marketing

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**

Chairman Duenas announced that Executive Session will be cancelled. Motion to accept the change duly made by Director Tolan, seconded by Director Tolan; motion unanimously passed.

## **3. APPROVAL OF MINUTES**

### **A. June 9, 2016 Regular Meeting**

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

#### **Resolution No. 16-49**

The Board hereby approves the minutes of the June 9, 2016 regular meeting, subject to corrections.

## **4. CORRESPONDENCE**

Executive Manager Ada had no correspondence to report.

## **5. OLD BUSINESS**

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

Mr. Victor Cruz, GIAA Engineering Supervisor, referred the Board to handouts regarding the current Airport projects and provided various updates to the Board.

#### **i. Capital Improvement Fund**

- Wildlife Management Assessment: RFP submittals were received June 14, 2016 and have been evaluated. Subject to Board approval.
- ARFF Facility – Design/Construction Phase I: FAA provided a response draft to the Scope of Work, revisions to be made and resubmitted for approval by FAA. RFP announcement delayed until July 2016 with notice to proceed in August 2016.
- Improve Leasehold Facilities (GSE, Tech, HC-5): RFP submittals were received June 14, 2016 and have been evaluated. Subject to Board approval.
- Improve Arrival and Inspection Facilities: Automated Passenger Controls units have arrived and expected to be installed and operational by July 22, 2016, pending training of CBP personnel.
- Safety Management System: RFP has been advertised, due to technicalities regarding specifications, submittal deadline extended to July 5, 2016.

- Miscellaneous Airport Improvements – Phase V: Grant includes funding for fence line project and demolition of remnant properties. Bid submittals scheduled for July 26, 2016.

**6. NEW BUSINESS**

**A. Approval of Award for HC5 Hangar Facility Renovation - IFB No. GIAA-C02-FY16**

The Executive Manager provided background information to the Board on the referenced IFB. Nineteen (19) firms/individuals purchased bid packages and three (3) firms submitted bids before the submission deadline. All three (3) firms were evaluated, and all firms determined to be acceptable. As required by the Guam Procurement Regulations, the bids were publicly opened and read aloud in the presence of the bidders. The bid price submittals are as follows in the order they were received and opened:

<b>Bidder/Firm's Name</b>	<b>Amount</b>
Orion General Contractor	\$1,346,196.00
Pernix Guam LLC	\$1,040,525.00
DB's Builders Inc.	\$909,206.55

Executive Manager Ada informed the Board that DB's Builders Inc. has been determined to have met the standards and responsibility and responsiveness outlined in the Guam Procurement Regulations and has been deemed as the lowest responsible, responsive bidder. Therefore, it is recommended that DB's Builders Inc. be awarded the contract with a total amount of \$909,206.55 for the project in reference.

The Executive Manager informed the Board that the HC-5 Hangar facility is a multi-sub tenant facility, consisting of 51,000 square feet, which Aviation Concepts, LLC is currently leasing. Part of the five (5) year lease signed in April included the renovations and updates to the Hangar. Construction is expected to be completed in six (6) months.

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

**Resolution No. 16-50**

The Board hereby approves the contract award for HC5 Hangar Facility Renovation - IFB No. GIAA-C02-FY16 to DB's Builders Inc. in the amount of \$909,206.55, subject to review by legal counsel.

**B. Approval of Award for Wildlife Hazard Assessment - RFP No. RFP-004-FY16**

The Executive Manager 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 one (1) proposal timely submitted. The proposal was evaluated on a point system assigned for each criteria identified in the RFP package. The qualified firm in the ranking is as follows:

1. Proposer A

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

The Executive Manager announced that the referenced RFP is a federal grant from the FAA, at a 90/10 cost share, the Airport will fund \$100,000. The Assessment will take fifteen (15) months to complete, and is required to be completed every three (3) years.

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

**Resolution No. 16-51**

The Board hereby approves the ranking results as presented and contract award to Proposer A for Wildlife Hazard Assessment - RFP No. RFP-004-FY16, subject to Management's negotiation of fair and reasonable fees and legal review.

The Executive Manager informed the Board that Proposer A is PCR Environmental, Inc.

C. Approval of Award for Purchase and Delivery of Stanchion Barriers - IFB No. GIAA-005-FY16

The Executive Manager provided background information to the Board on the referenced IFB. Nine (9) firms/individuals purchased bid packages and four (4) firms submitted bids before the submission deadline. All four (4) firms were evaluated, and all firms determined to be acceptable. As required by the Guam Procurement Regulations, the bids were publicly opened and read aloud in the presence of the bidders. The bid price submittals are as follows in the order they were received and opened:

<b>Bidder/Firm's Name:</b>	<b>Unit Price Bid Item 1.</b>	<b>Total Price Bid Item 1.</b>
JMI Edison	\$295.00	\$177,000.00
USA Contractors Inc.	\$113.35	\$68,010.00
Enviro Pros.	Option #1 \$93.69	\$56,214.00
	Option #2 \$82.30	\$49,380.00
KlamCo Ent.	\$158.00	\$94,800.00

Executive Manager Ada informed the Board that Enviro Pros. has been determined to have met the standards and responsibility and responsiveness outlined in the Guam Procurement Regulations and has been deemed as the lowest responsible, responsive bidder. Therefore, it is recommended that Enviro Pros. be awarded the contract with a total amount of \$49,380.00 for the project in reference.

Chairman Duenas inquired on the Option #1 and #2 bids submitted by Enviro Pros. The Executive Manager informed the Board that the options are based on the product.

The Executive Manager added that the bid in reference will not only replace the existing aged stanchions in the CBP area, but will also increase them to accommodate the automated passport controls systems, allowing for better traffic flow at the entry into the CBP Hall. The stanchions presented to the Airport under Option #2, which GIAA is recommending, are utilized in Incheon Airport, the number one (1) rated Airport for the past five (5) years.

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

**Resolution No. 16-52**

The Board hereby approves the contract award for Purchase and Delivery of Stanchion Barriers - IFB No. GIAA-005-FY16 to Enviro Pros. in the amount of \$49,380.00 for Option #2, subject to review by legal counsel.

**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 the Executive Manager.

Regarding Air Service Development, the Executive Manager informed the Board of meetings that took place in Singapore with representatives from Jet Star, Silk Air, and Skymark Airlines; Air Asia's representative was unable to attend due to timing issues. GIAA provided all airlines with incentives that were previously approved by the Board, and all are interested in what additional incentives GIAA may offer for non-peak hours and multiple routes. The Executive Manager advised the Airlines that GIAA's Board would need to approve any additional incentives and assured them that GIAA would have a response within three (3) weeks. Skymark Airlines is considering starting routes in January 2017 and Jet Star proposed starting routes in December 2016 if the incentives were enticing enough. Discussion followed relative to scheduling an Air Service Development/Marketing Sub-Committee meeting to discuss implementing an updated Incentive Program so as to respond within the three (3) weeks promised with regard to incentives for operating in non-peak hours and incentives for multiple routes.

The Executive Manager advised the Board of a meeting with U.S. Customs & Border Protection ("USCBP"), announcing that GIAA's application for the USCBP Reimbursable Program was approved. The Governor implemented a taskforce to address the challenges in the CBP Hall. Short term and long term objectives were established by the taskforce, with one of those short term objectives being participation in USCBP's Reimbursable Program. Under the Program, GIAA would enter into an agreement with USCBP that would allow GIAA to request for overtime should GIAA have a special event or need to augment normal operational periods. GIAA would in turn reimburse USCBP. The funding for the Program would be captured under the airline rates and charges. The Executive Manager added that the Signatory Airlines are a part of the taskforce, therefore they are very aware of the funding source.

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

**Resolution No. 16-53**

The Board hereby approves the Authority's participation in U.S. Customs & Border Protection's Reimbursable Program, subject to review by legal counsel.

**8. REPORT OF THE COMPTROLLER**

Mr. John Rios, Comptroller, reported on the revenues and expenses of the Authority as of **May 31, 2016**. Mr. Rios reported that year-to-date Total Signatory Revenues are above budgeted revenues by **2.7%**, year-to-date Total Concession Revenues and Passenger Facility Charges are below budget by **-0.1%** and **-1.0**, respectively. Year-to-date Total Other Revenues, inclusive of non-signatory and non-airline revenues are above the budget estimate by **9.1%**. Year-to-date Total Operating Revenues Actual of **\$47.5M** is **3.0%** above the budget estimate of **\$46.1M**. Year-to-date Total Operating Expenses are below budget by **-13.3%**. Components of this line item include a **-0.8%** decrease in Personnel Service, a **-19.2%** decrease in Contractual Services, a **-53.3%** 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 **\$21.3M** reflects an increase of **33.9%** over the year-to-date budgeted amount of **\$16.0M**. Ms. Bautista reported that the year-to-date Debt Service Coverage is at **1.51** versus the requirement of **1.25**.

**9. EXECUTIVE SESSION**

Executive Session cancelled.

**10. PUBLIC COMMENTS**

There were no public comments.

**11. ADJOURNMENT**

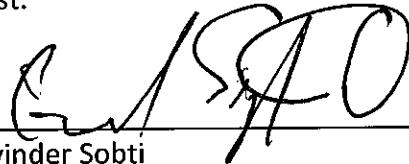
Motion to adjourn duly made by Director Tolan, seconded by Director Alcorn; motion unanimously passed. The meeting was adjourned at 3:42 p.m.

Dated this 28, day of July, 2016.



Ricardo C. Duenas  
Chairman

Attest:



Gurvinder Sobti  
Secretary

Prepared and Submitted By:



Amanda O'Brien-Rios  
Corresponding Secretary





**A.B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM**  
**Board of Directors Regular Board Meeting**  
**3:00 p.m. Thursday, June 30, 2016**  
**GIAA Terminal Conference Room #3**

**SIGN-IN SHEET**

	<u>PRINT NAME</u>	<u>COMPANY/AGENCY</u>
1.	Blaine Dydasco	Sen. Tom Ada
2.	FRANK TATTANO	GIAA
3.	J.G. JAVELLANA	Paul
4.	PERRY BIZA	ARFF
5.	DANIEL STOLIE	ARFF
6.	RUBEN CHAVEZ	A.V.
7.	Lara Ozaki	Glimpses Publications
8.	Elfrieda Kostiban	GIAA Mtg.
9.	Letitia Law-Byrdly	LOTTE DUTY FREE
10.	Rick Salas	Sen Tom Ada
11.	JEAN ARKHOA	GIAA
12.	VICTOR J. CRUZ	GIAA
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