



**BOARD OF DIRECTORS REGULAR MEETING**  
**3:00 p.m., Thursday, March 31, 2016**  
**GIAA TERMINAL CONFERENCE ROOM #3**

Public Notice

First Notice:

Guam Daily Post – March 24, 2016  
Notice to Media – March 24, 2016

Second Notice:

Guam Daily Post – March 29, 2016  
Notice to Media – March 29, 2016

**AGENDA**

1. Call to Order and Attendance
2. Approval of Agenda
3. Approval of Minutes
  - A. March 3, 2016 Regular Meeting
  - B. March 11, 2016 Reconvened Meeting
4. Correspondence
5. Old Business
  - A. Status Updates of Capital Improvement Projects
6. New Business
  - A. Approval of Award for Purchase and Delivery of ARFF Equipment, Tools, and Proximity Gear - IFB No. GIAA-004-FY16
  - B. Approval of Work Order - Airport Ambassador Program
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, March 31, 2016, 3:00 p.m.  
GIAA TERMINAL CONFERENCE ROOM #3**

**1. CALL TO ORDER AND ATTENDANCE**

The March 31, 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 3:05 p.m. at the GIAA Terminal Conference Room #3, 355 Chalan Pasaheru, Tamuning, Guam, 96913.

**Directors Present:**

Martin J. Gerber  
Gurvinder "Bic" Sobti  
Lucy M. Alcorn  
Rosalinda A. Tolan  
Katherine C. Sgro  
Deedee S. Camacho

**Offices or positions:**

Chairman, Acting

**Directors Absent:**

**GIAA Officials:**

Peter Roy Martinez  
Jean M. Arriola  
Gerard Bautista  
John A. Rios  
Benny Baza  
Robert D. Camacho  
Edward Muna II  
Franklin Taitano  
Joseph Javellana  
Joseph Calvo  
Victor Cruz

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

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**

Legal Counsel requested to add item "C" under New Business - Board Resolution No. 16-28: Relative to Recognizing the Services of Edward G. Untalan.

Motion to accept Legal Counsel's recommendation duly made by Director Alcorn, seconded by Director Sobti; motion unanimously passed.

**3. APPROVAL OF MINUTES**

- A. March 3, 2016 Regular Meeting
- B. March 11, 2016 Reconvened Meeting

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

**Resolution No. 16-29**

The Board hereby approves the minutes of the March 3, 2016 regular meeting and the minutes of the March 11, 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 referred the Board to handouts regarding current Airport projects and provided various updates to the Board.

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

- FY2011 - Miscellaneous Airport Improvements Phase 4 (Grant No. 3-66-0001-82): Notice to Proceed was issued to BME March 24, 2016. Project scheduled to be completed September 2016.
- FY2012 - Rehabilitate Runway 6L/24R - Phase 2 (Grant No. 3-66-0001-84): Officially closed out by the FAA.
- FY2013 - Acquire one (1) 3,000-gallon Aircraft Rescue & Fire Fighting (ARFF) Vehicle (Grant No. 3-66-0001-87): Grant has been closed out and a de-obligation letter has been submitted to the FAA for the remaining balance of \$129,315.00.
- FY2015 - Acquire Aircraft Rescue & Fire Fighting Vehicle (Grant No. 3-66-0001-91): The bid opening was on March 1, 2016. Pending review and Notice to Proceed by the FAA.

ii. Bond Capital Improvement Projects

- International Arrivals Corridor with Building Seismic Upgrades: Bid opening took place on February 4, 2016. Procurement action to be discussed during the Executive Manager's report.
- Hold Bag Screening Relocation: Work in progress. 53% complete as of February 29, 2016. Majority of the work underway is the seismic retrofit related to 3rd floor concourse. The estimated time of completion is April 2017.
- Upgrade Airport IT and FMS: Partial upgrades are completed. Design of fiber optic realignment in progress. Scope of Work for issuance of IFB complete. Bid advertisement went out in March 2016.

iii. Capital Improvement Fund

- Wildlife Management Assessment: The grant application was submitted to the FAA on March 23, 2016. Pending the approval of the Scope of Work to proceed with the RFP. Approval expected within the next week.
- Painting & Exterior Surface Improvements and Replace Roofing Systems: Painting and exterior surface improvements are complete. A canopy is being considered at the cart holding area where two planters were.
- Upgrade to VQ-1 Hangar: Assessment is ongoing for the Hangar door, roofing and other structural areas. Anticipating the bid advertisement to go out in April 2016, with the Notice to Proceed expected in May 2016.
- Improve Leasehold Facilities (GSE, Tech, HC-5): Bid advertisement on hold to clarify issues. Notice to Proceed expected in May 2016.
- Improve Arrival and Inspection Facilities: RFP for the Automated Passport Control Systems, Software and Technical Infrastructure and Technical Support Services ("APC") has been advertised. Submittals were due March 31, 2016, however, has been extended until April 14, 2016. Anticipating an expedited installation in time for FestPac to eliminate the congestion in the USCBP Hall.
- Safety Management System: Grant application submitted March 23, 2016. Pending approval of the Scope of Work to proceed with the RFP.
- Miscellaneous Airport Improvements – Phase V: Grant application submitted March 23, 2016 for \$706,000. Continuation of the Tiyan Parkway Fencing project and the demolition of the remnant properties on North Tiyan Industrial Park.

Mr. Tupaz noted that he doesn't anticipate issues with the grant applications.

At this time Mr. Tupaz provided the Board with a brief update regarding Air Service Development. Mr. Tupaz discussed the certifications for Low Cost Carriers (LCC's).

**6. NEW BUSINESS**

**A. Approval of Award for Purchase and Delivery of ARFF Equipment, Tools, and Proximity Gear - IFB No. GIAA-004-FY16**

Deputy Executive Manager Martinez provided background information to the Board on the referenced IFB. Eleven (11) firms/individuals purchased bid packages and four (4) firms submitted bid proposals 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>Equipment/Tools</b>	<b>Proximity Gear</b>
1. Enviro Pros	\$43,668.00	No Bid
2. JMI Edison	\$39,500.00	\$37,352.00
3. Landmark Distributors	\$52,700.00	No Bid
4. Safety 1st Systems Inc.	\$42,776.16	\$44,891.40

Deputy Executive Manager Martinez informed the Board that JMI Edison 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 JMI Edison be awarded the contract with a total amount of \$76,852.00 for the project in reference.

Director Camacho did not participate in the discussion or vote on the referenced award because of conflict of interest with JMI Edison.

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

**Resolution No. 16-30**

The Board hereby approves the contract award for Purchase and Delivery of ARFF Equipment, Tools, and Proximity Gear - IFB No. GIAA-004-FY16 to JMI Edison in the total amount of \$76,852.00, subject to legal counsel's review.

**B. Approval of Work Order - Airport Ambassador Program**

Deputy Executive Manager Martinez presented the work order request from Discover Guam for the Airport Ambassador Program. The work order will assist with the passenger processing and reduce wait times in the USCBP Hall by increasing the number of roving ambassador staffing from six (6) to twelve (12) at a cost of \$15,000 per month. The additional staffing will remain in place until the end of Discover Guam's contract on January 31, 2017. Director Alcorn inquired if the Airport will fund this. Ms. Jean Arriola replied that the funding for this is captured through the Airlines rates.

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

**Resolution No. 16-31**

The Board hereby approves the work order request for Discover Guam pertaining to the Airport Ambassador Program, increasing the number of roving ambassador staffing from six (6) to twelve (12) in the amount of \$15,000.00 per month. The additional ambassador staffing will be in place until the end of Discover Guam's contract term on January 31, 2017.

- C. Approval of Board Resolution No. 16-28: Relative to Recognizing the Services of Edward G. Untalan

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

**Resolution No. 16-28**

WHEREAS, Edward G. Untalan was appointed to the GIAA Board of Directors in December 2012 and re-appointed in May 2014; and

WHEREAS, Edward G. Untalan was elected as Chairman of the Board of Directors in January 2013; and

WHEREAS, under his chairmanship, Edward G. Untalan has been committed to creating safe, efficient and economical operations of Guam's only civilian airport; and

WHEREAS, central to his chairmanship, the Board adopted key tenets to be responsive to airport consumers - passengers, tenants, airlines and users, be a community player, and an economic catalyst for the island; and

WHEREAS, under these tenets, the Airport achieved significant milestones during his service on the GIAA Board of Directors; and

WHEREAS, under his chairmanship, GIAA floated the 2013 GIAA General Revenue Bonds in September 2013 which led to nearly \$1.7 Billion in institutional orders and significantly lower interest rates; and

WHEREAS, \$247 Million in 2013 General Revenue Bonds were successfully sold on September 30, 2013; and

WHEREAS, under his chairmanship, the Airport has embarked upon a \$167 Million dollar capital improvement program for over 20 projects that will add 40% additional floor space and improved infrastructure of the main terminal building and other airport property within a five year timeframe; and

WHEREAS, during his tenure, key projects were completed that include the much anticipated opening of the fully extended runway 6L/24R in November of 2015 that allows long range, long haul flights, and the implementation of the energy performance management contract that upgraded cooling systems and monitors and regulates electricity use to realize savings in May of 2013; and

WHEREAS, under his chairmanship, key passenger enhancement projects were undertaken and continue as a service to all terminal users that include the refurbishment and upgrade of all public restroom facilities, the availability of free wi-fi services in the concourse area, and the accessibility of airport information and live flight times on the Airport's mobile application; and

WHEREAS, during his tenure, the Tiyan Parkway Phase I opened, ensuring access to Airport development property and marks the future development of Tiyan Parkway Phase II that will relieve congestion on Sunset Avenue and increase access to airport development property; and

WHEREAS, under his chairmanship, five new airline operators joined the Airport family and committed to become signatory airline partners with the Airport, and thus guarantees of the Bond Indenture; and

WHEREAS, during his chairmanship, for three years running, the Airport fiscal year audits were found to be "clean" with no significant findings, and the Airport was qualified by the Office of Public Accountant to be a "low risk auditee" in F Y 2015; and

WHEREAS, under his chairmanship, over \$27 Million was invested in an upgrade of the central retail core of the terminal and a significant increase in non-aviation revenue was realized; and

WHEREAS, as a reflection of the policies implemented by the Board under Edward G. Untalan's chairmanship, the Airport refreshed its branding and adopted the new slogan "We're On It 24/7!";

NOW THEREFORE, BE IT RESOLVED, that the Authority hereby recognizes the great contribution of Edward G. Untalan as described in the aforementioned and extends Un Dangkulo' Na Si Yu'os Ma'ase to Edward G. Untalan for his invaluable service and leadership to the A.B. Won Pat International Airport Authority, Guam and the people of Guam.

## **7. REPORT OF THE EXECUTIVE MANAGER**

At this time, Deputy Executive Manager Martinez announced to the Board that Management has reviewed the bids submitted under the IFB for the construction of the International Arrivals Corridor and Building Seismic Upgrades, and it has been determined that it is in the best interest of the Authority to cancel the IFB, as the bids submitted substantially exceeded the budgeted amount for the project.

Deputy Executive Manager Martinez added that Management will be engaging with the designers and stakeholders to move forward with the redesign and complete repackaging of the IFB. Director Sgro inquired on the amount of the overage. Mr. Fred Tupaz explained that the initial budget/government estimate was \$70.4M. The lowest bid submitted was \$112.7M.

Director Tolan inquired if there will be a delay in the completion of the project with the repackaging of the IFB. Mr. Tupaz explained that the design team has been asked to submit a proposed fee and scope of services, Management feels that the redesigned package will be out for bid within forty-five (45) to sixty (60) days, therefore he believes that there will not be a delay. Mr. Tupaz explained that the new redesign costs will be \$391,732.45, representing a 5.5% increase over the \$6.7M already extended for the design costs, this still leaves the design A/E within 10% of total original budgeted amount, which is very reasonable for the FAA. FAA will fund the amount up to 83%.

Mr. Tupaz added that there will be a change relative to the main architectural firm in order to expedite the process. Management will be requesting TRME, a local firm to be the prime designer. Gensler will still be included, however will be a sub designer to the local firm, due to the firm delaying the initial project design process. Discussion followed relative to sterile areas versus secure areas, which Management believes is part of the reason for the bid amounts submitted. Mr. Tupaz assured the Board that the repackaging will elaborate on the differences of the two requirements in more detail.

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

**Resolution No. 16-32**

The Board hereby approves the redesign cost for the International Arrivals Corridor and Building Seismic Upgrades project in the amount of \$391,732.45.

Moving forward, 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 A. Rios, Comptroller, reported on the revenues and expenses of the Authority as of **February 29, 2016**. Mr. Rios reported that year-to-date Total Signatory Revenues are above budgeted revenues by **3.5%**, year-to-date Total Concession Revenues and Passenger Facility Charges are above and below budget by **0.3%** and **-0.7%**, 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 **\$29.9M** is **3.5%** above the budget estimate of **\$28.9M**. Year-to-date Total Operating Expenses are below budget by **-21.3%**. Components of this line item include a **-16.0%** decrease in Personnel Service, a **-20.9%** decrease in Contractual Services, a **-68.3%** 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 **\$14.4M** reflects an increase of **56.4%** over the year-to-date budgeted amount of **\$9.2M**. Mr. Rios reported that the year-to-date Debt Service Coverage is at **1.59** 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 Alcorn, seconded by Director Sobti, and unanimously approved, the Board recessed to convene into Executive Session at 3:58 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.

On motion duly made by Director Alcorn, seconded by Director Tolan, Executive Session adjourned at 4:09 p.m., at which time the Board reconvened the regular session.

**9. PUBLIC COMMENTS**

There were no public comments.


At this time, Acting Chairman Gerber suggested that the Board adjourn the regular Board meeting and reconvene on Monday, April 18, 2016 at 3:00 p.m.


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

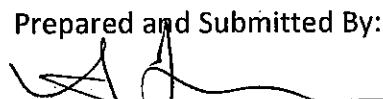
**Resolution No. 16-33**

The March 31, 2016 Regular Meeting of the Board of Directors of GIAA is hereby adjourned until Monday, April 18, 2016 at 3:00 p.m., to reconvene at the GIAA Conference Room 355 Chalan Pasaheru, Tamuning, Guam, 96913.

Dated this 10th, day of May, 2016:

  
\_\_\_\_\_  
Martin J. Gerber  
Chairman, Acting

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

Prepared and Submitted By:  
  
\_\_\_\_\_  
Amanda O'Brien-Rios  
Corresponding Secretary

## ORDER OF ADJOURNMENT

By Resolution of the Board of Directors of the A.B. Won Pat International Airport Authority, Guam ("GIAA"), the March 31, 2016 Regular Meeting of the Board of Directors of GIAA is hereby adjourned until Monday, April 18, 2016 at 3:00 p.m., to reconvene at the GIAA Conference Room 355 Chalan Pasaheru, Tamuning, Guam, 96913.

Dated this 31st day of March, 2016.



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Martin J. Gerber  
Chairman of the Board, Acting



A.B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM  
Board of Directors Regular Board Meeting  
3:00 p.m. Thursday, March 31, 2016  
GIAA Terminal Conference Room #3

SIGN-IN SHEET

	<u>PRINT NAME</u>	<u>COMPANY/AGENCY</u>
1.	EDUARDO MUNA	GIAA
2.	LETITIA CHEE LAW-BYERLY	LOTTE DUTY FREE
3.	VICTOR J. CRUZ	GIAA
4.	FRANK P. TAITANO	GIAA
5.	JERRY ARNESEN	GIAA
6.	BENNY BAZA	ARFF
7.	Kenny S. Atoigue	ARFF
8.	J.G. JAEUANA	PIWD
9.	ROBERT ANSUA	AD
10.	JOSEPH M. BORJA	OFFICE OF SEN. TOM ADA
11.	Huy Tran (Peter)	" "
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