



**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE
A.B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM
Thursday, September 30, 2021, 3:00 p.m.
GIAA CONFERENCE ROOMS 1 & 2**

1. CALL TO ORDER AND ATTENDANCE

The September 30, 2021 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 Bamba at 3:08 p.m. at the GIAA Terminal Conference Room #3, 355 ChalanPasaheru, Tamuning, Guam, 96913.

Directors Present:

Brian J. Bamba (Via VTC)
GurvinderSobti
Donald I. Weakley
Lucy M. Alcorn (Via VTC)
Zenon E. Belanger
Rosie R. Tainatongo
Doyon A. Morato

Offices or positions:

Chairman
Vice Chairman
Board Secretary

Directors Absent:

None

GIAA Officials:

John M. Quinata
Artemio R. Hernandez, Ph.D.
Jean M. Arriola
Juan Reyes
Vince Naputi
Antoniette Bautista
Ken McDonald
Raymond Quintanilla
Victor Cruz
Henry Cruz
Anthony Quidachay

Executive Manager
Deputy Executive Manager
Airport Services Manager
Air Terminal Manager
Airport Police, Chief
Accounting Supervisor
Properties & Facilities Superintendent
Operations Superintendent, Acting
Engineering Supervisor
Procurement
Safety Administrator

Anita Arriola (Via VTC)
William Brennan (Via VTC)
Janalynn C. Damian (Via VTC)
Frank R. Santos

Arriola Law Firm, GIAA Legal Counsel
Arriola Law Firm, GIAA Legal Counsel
Calvo Fisher & Jacob, LLP, GIAA Legal Counsel
TMG, GIAA Consultant

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

At this time, Chairman Bamba acknowledged the passing of Roman L. G. Quinata Sr., father of Executive Manager, John M. Quinata, and offered condolences to the family and asked that everyone keep the Executive Manager and family in their prayers at this time.

2. APPROVAL OF AGENDA

On motion duly made by Secretary Weakley, seconded by Director Alcorn, the following resolution was unanimously passed via roll call vote:

Resolution No. 21-61

The Board hereby approves the agenda of the September 30, 2021 regular meeting, as presented.

3. APPROVAL OF MINUTES

A. August 26 - Regular Meeting

On motion duly made by Director Tainatongo, seconded by Secretary Weakley, the following resolution was unanimously passed via roll vote:

Resolution No. 21-62

The Board hereby approves the minutes of the August 26, 2021 regular meeting, subject to corrections.

4. CORRESPONDENCE

Deputy Executive Manager Hernandez advised there was no Correspondence to report.

5. OLD BUSINESS

Deputy Executive Manager Hernandez advised there was no Old Business to present.

6. NEW BUSINESS

A. Approval of FY22 Insurance Renewal Program

The first item discussed by the Board was the FY22 Insurance Renewal Program. Deputy Executive Manager explained that as required by the GIAA Bond Indenture is required to carry an adequate amount of insurance to protect the Authority, its officers and bondholders. The Airport Insurance Program includes six (6) different policies: Property Insurance with Catastrophe; Airport Operators Liability; Directors and Officers Liability; Workman's Compensation, Automobile Insurance; and Crime Insurance. Deputy Executive Manager announced that in attendance were AM Insurance ("AM") representatives Ms. Ann Marie Muna and Trisha Granilo, along with Ms. Cheryl McDowell, Bolton & Company.

Ms. Ann Marie Muna advised the Board that the insurance industry is currently dealing with a hard market situation, providing increased premiums and limited competition. The pandemic has also made the insurance renewal process difficult. Ms. Muna went on to present the insurance quotes for FY2022 as follows:

Policy	Firm with Lowest Offered Premium	Amount
Property	Calvo's	\$700,000.00
Airport Operators Liability	Calvo's	\$204,000.00
Directors & Officers Liability	Moylan's	\$31,212.00
Workman's Compensation	Nanbo	\$163,067.00
Automobile Insurance	Moylan's	\$37,349.55
Crime Insurance	Moylan's	\$4,860.00
TOTAL:		\$1,140,488.55

The appended schedule illustrates the recommended program for FY2022. The total premium costs for all coverage including catastrophic perils for FY2022 is \$1,140,488.55.00. This represents an increase in premium of \$216,546.55.00 per annum compared to FY2021 premium cost of \$923,942.00. Management recommends that the Board adopt the FY2022 insurance program as appended.

Insurance premium costs are budgeted under Property Management Division (PMO) budget for FY2022. Although this year's premium exceeds the line item FY2022 budget for insurance by \$216,546.55.00, GIAA will reprogram funds within PMO and Administration budget for FY2022 to cover the expenditure.

Brief discussion ensued, with Chairman Bamba inquiring on the increase for property insurance. Ms. Muna replied that there were increases on all government accounts, indicating a hard market situation.

Director Belanger inquired if the IAC was included. Deputy Executive Manager added that the west side of the IAC was included in the policy mid-2021. Director Weakley inquired on the east side of IAC. Deputy Executive Manager replied that the East side will be added mid-2022.

Deputy Executive Manager announced that Ms. McDowell, Insurance Consultant of Bolton & Company was in attendance via zoom. Ms. McDowell reiterated Ms. Muna's sentiment, and added that given where the Airport is currently, she is satisfied with the outcome. Discussion relative to quotes and cyber liability, with Ms. Muna advising that cyber liability is a new policy that they were looking into, however no firms provided quotes.

After further discussion, on motion duly made by Vice chairman Sobti, seconded by Director Alcorn, the following resolution was unanimously approved via roll call vote:

Resolution No. 21-63

The Board hereby adopts the FY2022 Insurance Program as presented, in the total amount not to exceed \$1,140,488.55.00 as follows:

Policy	Firm with Lowest Offered Premium	Amount
Property	Calvo's	\$700,000.00
Airport Operators Liability	Calvo's	\$204,000.00
Directors & Officers Liability	Moylan's	\$31,212.00
Workman's Compensation	Nanbo	\$163,067.00
Automobile Insurance	Moylan's	\$37,349.55
Crime Insurance	Moylan's	\$4,860.00
	TOTAL:	\$1,140,488.55

B. CIP Contract Modifications – International Arrivals Corridor CM Services Extension

The second matter discussed was contract modifications for the Construction Management services for the GIAA Terminal Building Structural Upgrade & Concourse Isolation, Project No. GIAA-FY14-01-2. Mr. Frank Santos, GIAA Consultant presented the modification for the Board's consideration:

- 1) Work Order No. KHLG-20-09: KHLG & Associates, Inc. for an eighteen (18) week extension of Construction Management Services for the GIAA Terminal Building Structural Upgrade & Concourse Isolation, Project No. GIAA-FY14-01-2 in the amount of \$734,784.27. Fee amount represents a 11.3% reduction to the prior term, and 19.9% reduction from early 2021. September 1, 2021 is the effective date of the work order, with a completion date of December 31, 2021.

Chairman Bamba inquired on the operational transition at the completion of the referenced work order. Mr. Santos replied yes, December 31, 2021, should the construction take longer than December 31, 2021, the contractor is responsible for funding. Chairman asked if Director Belanger reviewed said work order, Director Belanger replied yes.

After further discussion, on motion duly made by Director Belanger, seconded by Director Tainatongo, the following resolution was unanimously approved via roll call vote:

Resolution No. 21-64

The Board hereby approves Work Order No. KHLG-20-09 for GIAA Terminal Building Structural Upgrade & Concourse Isolation, Project No. GIAA-FY14-01-2, Construction Management services contract extension from September 1, 2021 to December 31, 2021, in the amount of \$734,784.27 to KHLG & Associates, Inc.

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 Hernandez. The report included brief updates on Airport operations, CIPs and Regulatory updates. Deputy Executive Manager Hernandez reported that Executive Order 2021-17 stipulates that all employees of the Executive Branch are required to vaccinated with one of three (3) approved COVID-19 vaccinations, in the event an employee is not vaccinated, they are required to undergo weekly testing. GIAA is at 95% vaccination rate, with approximately only twelve (12) employees not vaccinated. Employees will be notified of testing requirements. With that, GIAA will now be offering COVID-19 testing for employees at the Airport. In collaboration with Department of Public Health, ten (10) GIAA employees have been trained in administering the testing. Discussion followed relative to details of testing at GIAA.

Ms. Anita Arriola gave a brief update on recent enacted P.L. 36-34. The public law is to increase public access to information on Government meetings, deliberation and decision making by requiring the broadcasting of public meetings and notice of agenda items. At the August 26, 2021 Board of Directors regular meeting, the Board approved revisions to the Policies and Procedures of Board Member Attendance at Board Meetings Via Video Teleconferencing and Live Broadcasting in order to come into compliance with the referenced public law. GIAA is in compliance. Director Belanger and Director Weakley inquired on the need to publicize sub-committee meetings, with Ms. Arriola advising the Board to discuss this matter during executive session.

8. REPORT OF THE COMPTROLLER

Mr. John Rios, Comptroller reported on the revenues and expenses of the Authority as of **August 31, 2021**. Mr. Rios reported that year-to-date Total Signatory Revenues are below budgeted revenues by **74.0%**, year-to-date Total Concession Revenues and Passenger Facility Charges are below budget by **64.3%** and **94.2%**, respectively. 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 **\$21.7M** is **57.3%** below the budget estimate of **\$50.7M**. Year-to-date Total Operating Expenses are below budget by **18.2%**. Components of this line item include a **2.8%** decrease in Personnel Service, a **28.6%** decrease in Contractual Services, a **63.4%** decrease in Materials & Supplies and a **100%** decrease in Equipment/Furnishings from budgeted amounts for these respective categories. The actual year-to-date Net Revenues from Operations of **\$-10.1M** reflects a decrease of **185.5%** over the year-to-date budgeted amount of **\$11.8M**. Mr. Rios reported that the year-to-date Debt Service Coverage is at **2.05** versus the requirement of **1.25**.

9. EXECUTIVE SESSION

The next item on the agenda was Executive Session.

Upon written recommendation of counsel, Calvo Fisher & Jacob, on motion duly made by

Secretary Alcorn, seconded by Vice chairman Sobti, and unanimously approved, the Board recessed to convene into Executive Session at 4:28 p.m.

Executive Session was cancelled by Calvo Fisher & Jacob. The Board reconvened regular session at 4:29 p.m.

10. PUBLIC COMMENTS

There were no Public Comments.

11. ADJOURNMENT

Motion to adjourn duly made by Director Alcorn, seconded by Director Tainatongo; motion unanimously passed. The meeting was adjourned at 4:29 p.m.

Dated this 28th, day of October, 2021.



Brian J. Bamba
Chairman

Attest:



Donald I. Weakley
Board Secretary

Prepared and Submitted By:



Amanda O'Brien
Corresponding Secretary

BOARD OF DIRECTORS REGULAR MEETING

3:00 p.m., Thursday, September 30, 2021

GIAA CONFERENCE ROOMS 1 & 2

Public Notice

First Notice:

PDN – September 23, 2021

Notice to Media – September 23, 2021

Second Notice:

PDN – September 28, 2021

Notice to Media – September 28, 2021

AGENDA

1. Call to Order and Attendance
2. Approval of Agenda
3. Approval of Minutes
 - A. August 26, 2021 Regular Meeting
4. Correspondence
5. Old Business
6. New Business
 - A. Approval of FY22 Insurance Renewal Program
 - B. CIP Contract Modification –
International Arrivals Corridor CM Services Extension
7. Report of Executive Manager
8. Report of the Comptroller
9. Executive Session
10. Public Comments
11. Adjournment



A.B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM
Board of Directors Regular Meeting
3:00 p.m., Thursday, September 30, 2021
GIAA Terminal Conference Rooms 1 & 2

SIGN-IN SHEET

	<u>PRINT NAME</u>	<u>COMPANY/AGENCY</u>	<u>CONTACT NO./EMAIL</u>
1.	Anthony Riosantos	GIAA	788 5773
2.	VANESSA PANGINDIAN	PMU	6424642
3.	John Rios	GIAA	
4.	VINCE MARUTI	APD	
5.	Raymond Quintanilla	OPS	6424459
6.	JUAN PARES	AM	6424450
7.	Annmarie Munez	AM Fns	687-6001
8.	Tricia Granillo	AM Fns	687-3575
9.	Jay Latorre Jr	PMU	487-2136
10.	ZOOM:		
11.	Rolenda Faasuamalie	GIAA	
12.	Cheryl McDowell	Bolton & Company	
13.	Steve Limtiaco	PDN	
14.	Joanna Rupley	KHLG	
15.	Anita Arriola	Arriola Law Firm	
16.	William Brennan	Arriola Law Firm	
17.	Janalynn Damian	Calvo Fisher & Jacob	
18.			
19.			
20.			

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 Discover your new home

Auto
 Turn here for your next vehicle

Stuff
 Household, Furniture, Pets & Stuff

RENTALS
GOOD: 3 Lines, 3 Consecutive Days.....\$78.00
BETTER: 3 Lines, 7 Consecutive Days.....\$99.00
BEST: 3 Lines, 10 Consecutive Days.....\$115.00

ROOMMATES
Conditions/Restrictions: *Roommate a person who shares a room or apartment with another or others.
GOOD: 3 Lines, 7 Consecutive Days.....\$57.00
BETTER: 3 Lines, 10 Consecutive Days.....\$73.00

AUTOMOTIVE PACKAGES
 • Automotive • Trucks • Bikes • Boats • Motorcycles
Conditions/Restrictions: One vehicle per ad
Ad format: Make, Model, Year.
GOOD: 3 Lines, 7 Consecutive Days.....\$58.00
BETTER: 3 Lines, 10 Consecutive Days.....\$68.50
BEST: 4 Lines, 14 Consecutive Days.....\$79.00

SUPER DEALS
Personal Items below \$500 in total value
GOOD: 3 Lines, 7 Consecutive Days.....\$24.50
BETTER: 3 Lines, 10 Consecutive Days.....\$33.00
BEST: 3 Lines, 14 Consecutive Days.....\$40.00
 *Price must be included in the ad to qualify.

PRIVATE PARTY PLEASERS
Personal Items below \$2,500 in total value
GOOD: 3 Lines, 7 Consecutive Days.....\$33.00
BETTER: 3 Lines, 10 Consecutive Days.....\$43.50
BEST: 3 Lines, 14 Consecutive Days.....\$54.00
 *Price must be included in the ad to qualify.

Personal Items below \$2,501 in total value
GOOD: 3 Lines, 7 Consecutive Days.....\$59.00
BETTER: 3 Lines, 10 Consecutive Days.....\$70.00
BEST: 3 Lines, 14 Consecutive Days.....\$80.00
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GARAGE SALE
 • Fundraising • Rummage • Yard Sale
Conditions/Restrictions: 3 Consecutive Days
Ad format: Village, Date, Time
Garage Sale: Private residence
Rummage: School or Non-profit organization
GOOD: 3 Lines, 3 Consecutive Days.....\$24.50
BETTER: 3 Lines, 7 Consecutive Days.....\$33.00

PETS
GOOD: 3 Lines, 3 Consecutive Days.....\$24.50
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EFFECTIVE 12/28/15
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Help Wanted Full Time

FULL-TIME
Korean Consulate Seeking Administrative Staff.
 Please visit <https://overseas.mofa.go.kr/us-hagatna-en/index.do>

Household Goods

Household Goods: Anigua 158 Bradley Pl. Gray hse bhnd Flamingo Saturday ONLY @630 Multi-Family

For Rent Residential

RESIDENTIAL APARTMENT
 ANIGUA/TAM 2BD/1BD SEC8 OK
 646-0510/11, 688-1181

Wanted to Buy

Are you in Financial Trouble? Need FAST CASH? I buy on/off island houses, lot, condos. I take over payments. Up to 200k. 649-4663

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8K Builders

CIVIL SERVICE COMMISSION NOTICE OF MEETING
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Zoom Meeting at 9:00 a.m., Thursday, September 30, 2021, Bell Tower, 710 W. Marine Corps Drive, Anigua.
 For special accommodations, call Eric Miller/ADA Coordinator at 647-1855.

Zoom Meeting
<https://us06web.zoom.us/j/82411803123?pwd=SDNQRStMVHNVUTVncjkOdFJLUDkvdz09>
 Meeting ID: 824 1180 3123
 ID Passcode: 487047

- AGENDA:**
- I. CALL TO ORDER**
 - II. APPROVAL OF MINUTES:** None.
 - III. NEW BUSINESS:**
 1. Staff Assessment Report/Signing Edward Garrido vs. Guam Power Authority; CSC Case No.: 21-PA05
 - IV. OLD BUSINESS:**
 1. Motion Hearing (Reconsideration) Claudia Acfalle vs. Department of Law; CSC Case No.: 21-PA04
 - V. GENERAL BUSINESS:** None.
 - VI. ADJOURNMENT.**

Paid for by the Civil Service Commission.
 /s/ Daniel D. Leon Guerrero, Executive Director

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REGULAR MONTHLY BOARD MEETING
 Thursday, September 30, 2021 at 3:00 PM in Terminal Conference Rooms 1 & 2 and by Videoconference and Live Streamed via GIAA website: www.guamairport.com

- AGENDA**
1. Call to Order and Attendance
 2. Approval of Agenda
 3. Approval of Minutes A. August 26, 2021 Regular Meeting
 4. Correspondence - None
 5. Old Business - None
 6. New Business:
 - A. Approval of FY22 Insurance Renewal Program
 - B. CIP Contract Modifications - Int'l. Arrivals Corridor CM Service Extension
 7. Report of Executive Manager
 8. Report of the Comptroller
 9. Executive Session - DFS Guam L.P. related litigation to which GIAA is or may be a party
 10. Public Comments
 11. Adjournment
- Parking is available in the Public Parking Lot. Call the GIAA Office at 646-0300 for special accommodations. This ad is paid for by GIAA.

The Honorable LOURDES A. LEON GUERRERO
 Maja' Haga, Governor
The Honorable JOSHUA F. TENORIO
 Sigundo Maja' Lahi • Lieutenant Governor
VINCENT P. ARRIOLA
 Director
LINDA J. IBANEZ
 Deputy Director

REQUEST FOR PROPOSALS
 The Honorable Lourdes A. Leon Guerrero, Governor of Guam, through the Director of Department of Public Works (DPW), Vincent P. Arriola, Announces the solicitation of a sealed proposal for:

MASSO RESERVOIR IMPROVEMENT PLANNING (Design)
 Project No.: 360-5-1020-F-PIT
Non-Refundable Fee: \$25.00 (Twenty Five Dollars) required as Payment for each Bid Documents. Certified or Cashier's Check made payable to:

Treasurer of Guam
Availability of Documents: - September 20, 2021, CIP / Contracts Administration, Ground Floor, TMC Building, DPW, Upper Tumon.
 Please present receipt from the One-Stop Cashier - Building A, DPW, Upper Tumon.

Mandatory Pre-Proposal Conference: - September 24, 2021, 10:00 am, Division of Capital Improvement (CIP) Ground Floor, TMC Building Conference Room, Upper Tumon.

RFP Submittal: - October 04, 2021, 4:00 p.m. **One (1) original and four (4) copies must be submitted and two (2) CD's,** CIP TMC Building, Ground Floor.

Department of Public Works reserves the right to reject any or all proposals and to waive any imperfection in the proposals, which in its sole and absolute judgment will serve the Government of Guam interests.

/s/ VINCENT P. ARRIOLA
 DIRECTOR

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WANTED TO BUY :
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CAMACHO CALVO LAW GROUP LLC
VINCENT C. CAMACHO
 vcamacho@camachocalvo.law
 356 E. Marine Corps Drive, Suite 201
 Hagåtña, Guam 96910
 Telephone No. 671.472.6813
 Facsimile No. 671.477.4375
 Attorneys for Administrator
MELVIN EUSTAQUIO BELDAD

IN THE SUPERIOR COURT OF GUAM
IN THE MATTER OF THE ESTATE OF ENRIQUETA EUSTAQUIO BELDAD, Deceased.
PROBATE CASE NO. PR0153-21
NOTICE TO CREDITORS

NOTICE IS HEREBY GIVEN by MELVIN EUSTAQUIO BELDAD, Administrator of the Estate of ENRIQUETA EUSTAQUIO BELDAD, deceased, to the creditors of, and all persons having claims against said Estate or against said Decedent, that within sixty (60) calendar days after the date of the first publication of this notice, they either file them with necessary vouchers in the Office of Clerk of the Superior Court of Guam, or exhibit them with the necessary vouchers to said Administrator or his attorneys of record, Camacho Calvo Law Group LLC, 356 E. Marine Corps Drive, Suite 201, Hagåtña, Guam 96910, the same being the place for the transaction of the business of said Estate.

Date: September 23, 2021.
CAMACHO CALVO LAW GROUP LLC
 /s/ **Vincent C. Camacho**
 Attorneys for Administrator
MELVIN EUSTAQUIO BELDAD

REGULAR MONTHLY BOARD MEETING
 Thursday, September 30, 2021 at 3:00 PM in Terminal Conference Rooms 1 & 2 and by Videoconference and Live Streamed via GIAA website: www.guamairport.com

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2. Approval of Agenda	7. Report of Executive Manager
3. Approval of Minutes A. August 26, 2021 Regular Meeting	8. Report of the Comptroller
4. Correspondence - None	9. Executive Session - DFS Guam L.P. related litigation to which GIAA is or may be a party
5. Old Business - None	10. Public Comments
6. New Business: A. Approval of FY22 Insurance Renewal Program	11. Adjournment

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CIVIL SERVICE COMMISSION NOTICE OF MEETING
Kumision I Sëtbision Sibit
Zoom Meeting at 9:00 a.m., Thursday, September 30, 2021, Bell Tower, 710 W. Marine Corps Drive, Anigua.
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Zoom Meeting
<https://us06web.zoom.us/j/82411803123?pwd=SDNQRStMVHNVUTVncjk0dFJLUDkvdz09>
 Meeting ID: 824 1180 3123
 ID Passcode: 487047

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 1. Motion Hearing (Reconsideration) Claudia Acfalle vs. Department of Law; CSC Case No.: 21-PA04
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- VI. ADJOURNMENT.**

Paid for by the Civil Service Commission.
 /s/ Daniel D. Leon Guerrero, Executive Director

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Pacific Daily News

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A.B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM
Thursday, August 26, 2021, 3:00 p.m.
GIAA CONFERENCE ROOMS 1 & 2**

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Directors Present:

Brian J. Bamba
Donald I. Weakley
Lucy M. Alcorn (Via VTC)
Zenon E. Belanger
Rosie R. Tainatongo
Doyon A. Morato

Offices or positions:

Chairman
Board Secretary

Directors Absent:

Gurvinder Sobti (Excused) Vice Chairman

GIAA Officials:

John M. Quinata	Executive Manager
Artemio R. Hernandez, Ph.D.	Deputy Executive Manager
Jean M. Arriola	Airport Services Manager
Juan Reyes	Air Terminal Manager
Vince Naputi	Airport Police, Chief
Antoniette Bautista	Accounting Supervisor
Ken McDonald	Properties & Facilities Superintendent
Raymond Quintanilla	Operations Superintendent, Acting
Victor Cruz	Engineering Supervisor
Henry Cruz	Procurement
Anthony Quidachay	Safety Administrator

William B. Brennan (Via VTC)	Arriola Law Firm, GIAA Legal Counsel
Janalynn C. Damian (Via VTC)	Calvo Fisher & Jacob, LLP, GIAA Legal Counsel
Frank R. Santos	TMG, GIAA Consultant

Chairman Bamba 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

On motion duly made by Secretary Weakley, seconded by Director Tainatongo, the following resolution was unanimously passed via roll call vote:

Resolution No. 21-52

The Board hereby approves the agenda of the August 26, 2021 regular meeting, as presented by Management.

3. APPROVAL OF MINUTES

- A.** June 24, 2021 - Regular Meeting
- B.** July 6, 2021 – Reconvened Meeting

On motion duly made by Secretary Weakley, seconded by Director Tainatongo, the following resolution was unanimously passed via roll vote:

Resolution No. 21-53

The Board hereby approves the minutes of the June 24, 2021 regular meeting and the July 6, 2021 reconvened regular meeting, subject to corrections.

4. CORRESPONDENCE

Executive Manager Quinata advised there was no Correspondence to report.

5. OLD BUSINESS

- A.** Ratification of FAA Grant Agreement

Mr. Frank Santos, GIAA Consultant presented three (3) Federal Aviation Administration (FAA) Grant Agreements for Board ratification.

- 1.** FAA Grant Agreement – 3-66-0001-114-2021: Referenced grant agreement is the Airport Rescue Grant Offer in the amount of \$514,177,582.00.
- 2.** FAA Grant Agreement – 3-66-0001-110-2021: Rehabilitate Runway 6L/24R (Phase 4) in the amount of \$5,148,024.00. Referenced agreement is at 100% FAA share.
- 3.** FAA Grant Agreement: 3-66-0001-113-2021: Update Airport Master Plan or Study in the amount of \$2,222,222.00.

After further discussion, on motion duly made by Director Morato, seconded by Director Belanger, the following resolution was unanimously approved via roll call vote:

Resolution No. 21-54

The Board hereby ratifies Legal Counsel's execution and the Executive Manager's execution and acceptance of the FAA Grant Agreement, Airport Rescue Grant Offer – 3-66-0001-114-2021, in the amount of \$514,177,582.00; FAA Grant Agreement, Rehabilitate Runway 6L/24R (Phase 4) – 3-66-0001-110-2021, in the amount of \$5,148,024.00; FAA Grant Agreement, Update Airport Master Plan or Study – 3-66-0001-113-2021, in the amount of \$2,222,222.00.

6. NEW BUSINESS

A. Approval of GIAA Operating Budget FY2022

The first item discussed by the Board was the approval of GIAA's operating budget for fiscal year 2022. Deputy Executive Manager Hernandez gave a brief overview on a number of key points and highlights to include explained passenger projections, retirement contributions, the O & M Budgets and deferred items for Fiscal Years 2020, 2021 and 2022, Capital Improvements, and debt service coverage, stating that GIAA has successfully restructured and reduced debt service payments for fiscal years 2021 to 2024 with the recent bond refunding, which closed August 17, 2021. The Deputy Executive Manager continued the presentation for the Board's information. Discussion and questions by the Board to Management followed.

Mr. Frank Santos gave the Board a brief listing of new Capital Improvement Projects (CIP) for fiscal year 2022. Mr. Santos added that in addition to ongoing projects, the program has identified ten (10) projects in approximately the amount of \$21M, with 70% being funded by the FAA. Mr. Santos advised the Board that projects listed are subject to funding availability and prioritized in terms of need. Discussion followed relative to CIP projects. Chairman Bamba congratulated Management on a great job, and cautioned Management to spend wisely and be mindful during recovery phase.

After further discussion, on motion duly made by Secretary Weakley, seconded by Director Tainatongo, the following resolution was unanimously approved via roll call vote:

Resolution No. 21-55

The Board hereby approves the Operating Budget for FY2022, as presented.

B. Approval of Award for Management and Infrastructure Support Services to GIAA's Baggage Conveyance Systems – RFP No. RFP-005-FY21

The second item discussed requiring Board action was the award for Management and Infrastructure Support Services to GIAA's Baggage Conveyance Systems. Deputy Executive Manager Hernandez, 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. A total of seventeen (17) firms showed their interest by obtaining the RFP package, and two (2) firms submitted proposals before the established deadline. An evaluation committee was established to evaluate the two (2) proposals that were submitted based on the evaluation criteria set forth in the RFP. As a result

of the committee's evaluation, the offerors were found to be responsible and responsive and the ranking result is as follows:

1. Offeror A
2. Offeror B

The term of the contract is for a period of three (3) years with additional two (2) one (1) year option years to be exercised at the sole discretion of GIAA, not to exceed a total contract term of five (5) years, and subject to the availability of funding. The contract will be funded under the Administration Division's O&M Budget.

Management recommends that the Board approve the ranking results and the contract award to Offeror A for the Management and Infrastructure Support Services to GIAA's Baggage Conveyance Systems contract, subject to negotiation of fair and reasonable fees to be submitted by the Offeror at a time and in a format determined by GIAA. If GIAA is unable to negotiate a contract with the highest ranked offeror, the Executive Manager or his designee, may enter into negotiations with the next most qualified offeror, consistent with the Guam Procurement Law & Regulations.

Chairman Bamba advised Management that as a traveler himself, the baggage conveyance system leaves a lot to be desired, and believes there are areas for improvement. Deputy Executive Manager assured the Board that as part of the RFP, the firms have been evaluated based on the criteria set forth in the Request for Proposals.

After further discussion, on motion duly made by Director Alcorn, seconded by Director Tainatongo, the following resolution was unanimously approved via roll call vote:

Resolution No. 21-56

The Board hereby approves the ranking results as presented and the contract award to Offeror A for Management and Infrastructure Support Services to GIAA's Baggage Conveyance Systems - RFP No. RFP-005-FY21, subject to Management's negotiation of fair and reasonable fees and review by legal counsel. If GIAA is unable to negotiate a contract with the highest ranked offeror, the Executive Manager or his designee, may enter into negotiations with the next most qualified offeror consistent with the Guam Procurement Law & Regulations.

Deputy Executive Manager Hernandez announced that Offeror 'A' was Air Services International Inc. d.b.a. Menzies Aviation.

C. CIP Contract Modifications

The third matter discussed was proposed contract modifications for two (2) CIP contracts. Mr. Frank Santos, GIAA Consultant presented each modification for the Board's consideration:

- 1) Work Order No. 06: KHLG & Associates, Inc. for GIAA Aircraft Rescue Fire Fighting (ARFF) Facility Construction Phase 2, Construction Management services contract extension in the amount of \$522,721.49. September 1, 2021 is the effective date of the work order, with a completion date of February 15, 2022. Subject to FAA concurrence. Director Belanger announced that he has reviewed the contract modifications and corrected a number of errors.

After further discussion, on motion duly made by Director Belanger, seconded by Director Morato, the following resolution was unanimously approved via roll call vote:

Resolution No. 21-57

The Board hereby approves Work Order No. 06 for GIAA Aircraft Rescue Fire Fighting (ARFF) Facility Construction Phase 2, Construction Management services contract extension in the amount of \$522,721.49 to KHLG & Associates, Inc. subject to FAA approval.

- 2) Work Order No. E&A 2014-21: E&A Engineers for GIAA Terminal Building Structural Upgrade & Concourse Isolation, Post Construction Award Services (PCAS) extension in the amount of \$419,276.72. Effective date of work order is September 1, 2021, with a completion date of December 31, 2021.

After further discussion, on motion duly made by Director Belanger, seconded by Director Weakley, the following resolution was unanimously approved via roll call vote:

Resolution No. 21-58

The Board hereby approves Work Order No. E&A 2014-20, extension of Post Construction Award Services Contract for the GIAA Terminal Building Structural Upgrade & Concourse Isolation project, in the amount of \$419,276.72 to E&A Engineers for the period of September 1, 2021 to December 31, 2021.

A. Policies and Procedures – Video Teleconferencing and Live Broadcast

The next item discussed were policy and procedure revisions regarding video teleconferencing and live broadcasting. February 28, 2019 GIAA Board of Directors adopted policies and procedures for Board Member Attendance Via Video Teleconference (VTC). Effective July 11, 2021, new legislation required revisions to said policy. Legal Counsel, Anita Arriola outlined the policy changes. Brief discussion followed, with a notation of a correction required regarding the exception of Executive Session in paragraph 5.c.

After further discussion, on motion duly made by Director Belanger, seconded by Director Tainatongo, the following resolution was unanimously approved via roll call vote:

Resolution No. 21-60

The Board hereby adopts the revisions to the Policies and Procedures of Board Member Attendance at Board Meetings Via Video Teleconferencing and Live Broadcasting, subject to the noted correction .

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 Executive Manager Quinata. The report included brief updates on Airport operations, CIPs and Regulatory updates. Discussion occurred between Board Members and Management relative to the Bond Refunding and transferring and deposit of funds.

8. REPORT OF THE COMPTROLLER

Ms. Antoniette Bautista, Accounting Supervisor reported on the revenues and expenses of the Authority as of **July 31, 2021**. Ms. Bautista reported that year-to-date Total Signatory Revenues are below budgeted revenues by **73.5%**, year-to-date Total Concession Revenues and Passenger Facility Charges are below budget by **33.0%** and **95.2%**, respectively. Year-to-date Total Other Revenues, inclusive of non-signatory and non-airline revenues are below the budget estimate by **4.1%**. Year-to-date Total Operating Revenues Actual of **\$23.1M** is **48.6%** below the budget estimate of **\$45.0M**. Year-to-date Total Operating Expenses are below budget by **19.1%**. Components of this line item include a **3.2%** decrease in Personnel Service, a **29.5%** decrease in Contractual Services, a **66.9%** decrease in Materials & Supplies and a **100%** decrease in Equipment/Furnishings from budgeted amounts for these respective categories. The actual year-to-date Net Revenues from Operations of **\$-5.7M** reflects a decrease of **161.6%** over the year-to-date budgeted amount of **\$9.3M**. Ms. Bautista reported that the year-to-date Debt Service Coverage is at **0.79** versus the requirement of **1.25**.

9. EXECUTIVE SESSION

The next item on the agenda was Executive Session.

Upon written recommendation of counsel, Calvo Fisher & Jacob, on motion duly made by Secretary Weakley, seconded by Director Tainatongo, and unanimously approved, the Board recessed to convene into Executive Session at 5:08 p.m.

The Board convened into Executive Session at 5:08 p.m. to discuss DFS Guam L.P. related litigation to which GIAA is or may be a party. Attending Executive Session in the Board conference room, were Directors Bamba, Weakley, Belanger, Tainatongo and Morato, and Executive Manager Quinata. Attending Executive Session via video teleconference, were Director Alcorn and Legal Counsel, Janalynn Damian. Also present via video teleconference was the court reporter, who will prepare a transcript of the Executive Session.

Executive Session adjourned at 5:41 p.m., at which time the Board reconvened regular session.

Based on discussions during Executive Session, there was a matter for Board approval.

After further discussion, on motion duly made by Secretary Weakley, seconded by Director Belanger, the following resolution was unanimously approved:

Resolution No. 21-59

BE IT RESOLVED, by the Board of Directors of the Antonio B. Won Pat International Airport Authority, Guam, as follows:

Section 1. The Board hereby authorizes the Authority, represented by the Chairman of this Board, the Executive Manager of the Authority and members of the Authority staff and consultants designated in writing by said Chairman or Executive Manager (said Chairman, Executive Manager and designated staff, whether acting individually or collectively, are referred to herein as “Authorized Officers”), in consultation with legal counsel, to engage in mediation (“DFS mediation”) with DFS Guam L.P. (“DFS”) to attempt to resolve and settle all disputes between the Authority and DFS currently in litigation (“DFS-related litigation”).

Section 2. The Board delegates to the Authorized Officers authority to negotiate a settlement during the DFS mediation, in consultation with legal counsel, of the DFS-related litigation, subject to Board approval and any other conditions or approvals that may be required.

Section 3. All actions heretofore taken by the officers, representatives or agents of the Authority in connection with the DFS mediation are hereby ratified, confirmed and approved.

Section 4. The Authorized Officers are authorized to do all things necessary and proper to implement this resolution.

Section 5. This resolution shall take effect from and after its adoption.

10. PUBLIC COMMENTS

There were no Public Comments.

Motion to adjourn duly made by Secretary Weakley, seconded by Director Belanger; motion unanimously passed. The meeting was adjourned at 5:44 p.m.

Dated this _____, day of _____, 2021.

Attest:

Brian J. Bamba
Chairman

Donald I. Weakley
Board Secretary

Prepared and Submitted By:

Amanda O'Brien
Corresponding Secretary



GIAA BOARD OF DIRECTORS
Executive Summary
Regular Board Meeting
September 30, 2021

GENERAL AIRPORT INSURANCE – RENEWAL FOR FISCAL YEAR 2022

INTRODUCTION

The A.B. Won Pat International Airport Authority, Guam as required by the GIAA Bond Indenture is required to carry an adequate amount of insurance coverage to protect the Authority, its officers and bondholders. The Airport Insurance Program, which consists of Conventional Insurance covers general airport operations and was developed by GIAA with the assistance of its Insurance Consultant. The Insurance Program includes six (6) policies: Property Insurance including Catastrophe; Airport Operators Liability; Directors & Officers Liability; Workman's Compensation; Automobile Insurance; and Crime Insurance, all of which are described in detail below.

CONVENTIONAL INSURANCE COVERAGE

The General Airport Insurance is provided to protect GIAA from potential losses resulting from its operations. Listed below are the types of insurance and coverage provided and described in the Premium Comparison and Markets & Underwriters indications attached:

Property Insurance Including Catastrophe	Blanket coverage for All risks of direct and physical loss or damage to all Real and Personal Property. Renewal of coverage includes limit of \$200M with \$450,000 deductible and B&M sub-limit of \$5M. Catastrophe insurance: Windstorm, Typhoon & Earthquake. Renewal of coverages includes sub-limit of \$5M with \$5M deductible.
Airport Operators Liability	Legal liability coverage against claims from members of the general public (third parties) arising from operations at the Airport or elsewhere in the course of the Airports business. Renewal of coverage includes limit of \$500M with Personal Injury limit of \$25M and \$75,000 deductible for Property Damage.
Directors & Officers Liab.	Coverage for GIAA's Directors & Officers for loss in which the parties become legally obligated to pay for a Wrongful Act. Includes Employment Practices Liability (EPL) that provides

coverage for loss in which the GIAA becomes legally obligated to pay for employee's or former employee's claim for Wrongful Termination, Unfair Dismissal, Harassment, Discrimination, Emotional Distress, Invasion of Privacy, Failure to Employ or Promote, Wrongful discipline, etc.

Renewal of coverage includes limit of \$4M with EPL sub-limit of \$1M and no deductible.

Workman's Compensation

Coverage for costs and benefits for job related injuries sustained by GIAA employees.

Renewal of coverage includes P.L. 80 Statutory Benefits, Employers Liability limit of \$1M with no deductible.

Automobile Insurance

Coverage provides for bodily injury and property damage to third parties arising from the use of owned, non-owned or hired vehicles. Coverage has no Aviation Risk Exclusion clause.

Coverage on comprehensive, collision & typhoon on all vehicles with a current market value of \$10,000 or more.

Renewal of coverage includes combined single limit of \$2M for bodily injury and property damage liability. Comprehensive & Collision on all vehicles covers actual cash value with deductible of \$1,000.

Crime Insurance

Employee Dishonesty - Coverage provides indemnity to the Authority for the loss of money or other property through the fraudulent or dishonest acts committed by employees. Renewal of coverage includes limit of \$1M with \$50,000 deductible.

Money & Securities - Coverage provides indemnity for loss or destruction of money, securities or negotiable instruments inside the premises and off premises. Coverage sustained from accepting counterfeit money orders or currency.

Renewal of coverage includes limit of \$100,000 for Loss inside of premises, \$100,000 for Loss outside premises and \$100,000 for Counterfeit Paper Currency. Deductible is \$10,000 for each occurrence for Premises, Transit, and Offices & \$50,000 for Counterfeit paper.

Depositors Forgery – Coverage provides indemnity for loss of money as a result of forgery or alteration of or in any check, draft, promissory note, bill of exchange or similar written promise made or drawn from the account.

Renewal of coverage includes limit of \$100,000 with \$50,000 deductible.

Computer Fraud – Coverage provides loss resulting directly from fraudulent acts involving electronic data or computer systems.

Renewal of coverage includes limit of \$100,000 with \$50,000 deductible.

RECOMMENDATION

The appended schedule illustrates the recommended program for FY2022. Management recommends the Board adopt the FY2022 insurance program as appended.

The total premium costs for all coverage including Catastrophic perils for FY2022 is **\$1,140,488.55**. This represents an increase in premium of **\$216,546.55** per annum compared to FY2021 premium cost of **\$923,942.00**.

The insurance premium costs are budgeted under Property Management Division (PMO) budget for FY2022. Although this year's premium exceeds the line item FY2022 budget for insurance by \$212,188.55, we will reprogram funds within the PMO and Administration budget for FY2022 to cover this expenditure.



Broader Perspective. Business Solutions.

Corporate Headquarters
3475 E Foothill Blvd, Suite 100, Pasadena, CA 91107
(626) 799-7000 main // (626) 441-3233 fax

Mailing Address
PO Box 6030
Pasadena, CA 91102

September 23, 2022

A.B. Won Pat International Airport Authority
P.O. Box 8770
Tamuning, Guam 96931

Re: Insurance Renewal Recommendations
F/Y 2022

Dear GIAA Team,

After review of the insurance renewal options presented for the 2022 fiscal year, I am making the following recommendations for the upcoming renewal term:

Property Insurance – Calvo’s/AIG
Airport Liability – Calvo’s/AIG
Directors & Officers – Remain with Moylan’s/DB (in year 2 of 3-year term)
Workers Compensation – Nanbo
Auto – Remain with Moylan’s/DB (in year 2 of 3-year term)
Crime – Remain with Moylan’s/DB (in year 2 of 3-year term)

As respects the Workers’ Compensation, even though pricing is slightly lower, based on the current information, I am not recommending First Net due to the fact that their AM Best rating does not meet GIAA’s minimum requirements.

As respects the Cyber Liability, I am encouraged that there is interest in offering some potential options for the airport this year and look forward to see what the results bring.

If you have any questions or need anything further, please do not hesitate to reach out. I am more than happy to be of assistance.

Sincerely,

A handwritten signature in black ink, appearing to read "Cheryl McDowell".

Cheryl McDowell, ARM, CSRM, CISR
Vice President, Risk Management Services

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**A.B. WON PAT INT'L AIRPORT AUTHORITY, GUAM
FY2022 INSURANCE QUOTES**

POLICY DESCRIPTION	CURRENT INSURER	COVERAGE	FY2021 PREMIUM	FY2022 QUOTES			
				MOYLAN'S		NANBO	CALVO'S
				DB	FIRST NET (*)		
PROPERTY COVERAGE (All Risk incl Windstorm, Typhoon & Earthquake) FY2021 Property & Equipment Value - \$449,598,710 FY2022 Property & Equipment Value - \$438,531,155 Decrease: \$11,067,555 (Revenues) *3/01/21-Included IAC (\$11,834 pro-rata premium)	Calvo's (AIG)	\$200,000,000	\$464,534	NO QUOTE	NO QUOTE	NO QUOTE	\$700,000
SUBLIMITS Windstorm, Typhoon & Earthquake Shock \$5,000,000 Mold Coverage: \$750,000 Property In Transit: \$250,000 Valuable Papers \$1,000,000 Automatic Acquisition \$1,000,000 Debris Removal \$1,000,000 Boiler Explosion & Machinery Breakdown \$5,000,000							
DEDUCTIBLE All Perils - Each and every Loss Including Tidal Wave, Flood & Boiler & Machinery \$450,000 Windstorm, Typhoon & Earthquake Shock \$5,000,000 Business Interruption 72 Hours							
AIRPORT OPERATORS LIABILITY Personal Injury Limit (in the aggregate) \$25,000,000	Calvo's (AIG)	\$500,000,000	\$183,600	NO QUOTE	NO QUOTE	NO QUOTE	\$204,000
DEDUCTIBLE Property Damage \$75,000 War & Terrorism Excluded							
POLICY ENHANCEMENTS Contingent Contractors Legal Liability \$250,000 AVN52G War Buy-Back \$150,000,000							\$250,000 \$150,000,000
DIRECTORS & OFFICERS LIABILITY Employment Practices Liability Sublimit	Moylan's (DB)	\$4,000,000 \$1,000,000	\$31,212	\$31,212 (2 of 3-Year Term)			
REQUIRED CONDITIONS: Continuity Date: Pending & Prior Litigation and Pollution Claims (Oct. 1, 1992) and Employ. Practices Liability (Oct. 1, 2007)							
WORKMENS COMPENSATION Coverage is extended to apply in respect of Executive Officers of the Authority	Nanbo (Tokio Marine)	PL80 Stat. Benefits. \$1,000,000 E.L.	\$201,363	<u>1-Year</u> \$211,543.00 (Annual Premium)	<u>1-Year</u> \$150,000 (Flat Premium)	<u>1-Year</u> \$163,067 (Annual Premium)	NO QUOTE
AUTOMOBILE COVERAGE LIMITS A. Bodily Injury & Property Damage Liability B. Comprehensive & Collision Incl Typhoon C. Medical Payments - each person	Moylan's (DB)	\$2,000,000 Actual Cash Value \$1,000	\$38,373	\$37,349.55 (2 of 3-Year Term)			
DEDUCTIBLE \$1,000 - Comprehensive, Collision & Typhoon FY2021: 81 Vehicles FY2022: 78 Vehicles							

Note: This is a summary only. Please refer to policy for complete terms conditions.

**A.B. WON PAT INT'L AIRPORT AUTHORITY, GUAM
FY2022 INSURANCE QUOTES**

POLICY DESCRIPTION	CURRENT INSURER	COVERAGE	FY2021 PREMIUM	FY2022 QUOTES			
				MOYLAN'S		NANBO	CALVO'S
				DB	FIRST NET (*)		
CRIME	Moylan's (DB)		\$4,860	\$4,860.00 (2 of 3-Year Term)			
COVERAGE LIMITS							
A. Aggregate		\$1,000,000					
B. Employee Dishonesty Coverage		\$1,000,000					
C. Money & Securities Loss Inside		\$100,000					
Money & Securities Loss Outside		\$100,000					
D. Money Orders and Counterfeit currency		\$100,000					
E. Depositors Forgery		\$100,000					
F. Cheque Forgery		\$100,000					
G. Third Party Computer & Funds Transfer Fraud		\$100,000					
H. Cost		\$100,000					
DEDUCTIBLE							
\$50,000 each & every loss EXCEPT loss inside/outside the premises at \$10,000 each occurrence							
REQUIRED CONDITIONS:							
Retroactive dates 10/01/2004 iro Employee Dishonesty in excess of \$500,000 and 10/01/2003 iro all other coverages.							
CYBER LIABILITY (**)				NO QUOTE	NO QUOTE	NO QUOTE	NO QUOTE
COVERAGE LIMITS:							
A. Network Security & Privacy Liability		\$3, 5 & 10MM					
B. Breach Notification Costs							
C. Internet Media Liability							
D. Cyber Crime/Extortion							
E. Data Restoration							
F. Cyber Business Interruption							
G. Miscellaneous Professional Liability							
H. Technology Professional Liability							
TOTAL FY2021 PREMIUM :			\$923,942				

(*) First Net Insurance - Carrier does not meet financial rating stipulated in FY22 Insurance Specifications.

(**) Cyber Liability - Crest Insurance Group of Colorado is interested in providing terms but is seeking the Airport's approval for additional time in order to obtain competitive terms for this specialize coverage.

Note: This is a summary only. Please refer to policy for complete terms conditions.

A.B. Won Pat International Airport Authority, Guam
FY2022
MARKETS & UNDERWRITERS

GENERAL AGENT	CARRIER	BEST RATING/ FINANCIAL STRENGTH	PROPERTY	AIRPORT LIABILITY	WORKERS COMP	DIRECTORS & OFFICERS	EPL	COMMERCIAL AUTO	CYBER	CRIME
CENTURY	Century	B++ / V	Carrier does not meet financial rating required by Insurance Specifications.							
CALVO'S	National Union	A / XV	\$700,000	\$204,000	No Quote	No Quote	No Quote	No Quote	No Quote	No Quote
CASSIDY'S	Pacific Indemnity	AA	Carrier did not respond to Request for Proposal.							
GNIU	Chung Kuo	A- (S&P)	Carrier does not meet financial rating required by Insurance Specifications.							
MOYLAN'S	DB	A / XV	No Quote	No Quote	1-Year \$211,543	2 of a 3-Year Term \$31,212	Included	2 of a 3-Year \$37,349.55	No Quote	2 of a 3-Year \$4,860
MOYLAN'S	First Net	B++ / V Does Not Meet Specs.	No Quote	No Quote	1-Year \$150,000	No Quote	No Quote	No Quote	No Quote	No Quote
NANBO	Tokio Marine	A++ / XV	No Quote	No Quote	1-Year \$163,067	No Quote	No Quote	No Quote	No Quote	
GUAHAN	Sompo Japan/Nippon Koa	A+ / XV	Carrier not writing any new business as of August 2021							
TAKAGI & ASSOCIATES	Aioi	A+ / XV	Carrier did not respond to Request for Proposal.							

NOTE (S):

19 Aug 2021-Transmitted Specs to all qualifying carriers; 22 Sept 2021-Quotes due from all carriers; 23 Sept 2021-Quotes due to GIAA

**A.B. WON PAT
INTERNATIONAL AIRPORT AUTHORITY, GUAM
PREMIUM COMPARISON
FY2021 - FY2022**

POLICY	FY2021	FY2022	PREMIUM DIFFERENCE	(%) PERCENT
Property (Including Catastrophe Cover)	\$464,534.00	\$700,000.00	\$235,466.00	50.689%
Airport Operators Liability	\$183,600.00	\$204,000.00	\$20,400.00	11.111%
Directors & Officers	\$31,212.00	\$31,212.00	\$0.00	Nil
Workers Compensation	\$201,363.00	\$163,067.00	(\$38,296.00)	-19.018%
Automobile Insurance	\$38,373.00	\$37,349.55	(\$1,023.45)	-2.667%
Crime Insurance	\$4,860.00	\$4,860.00	\$0.00	Nil
Cyber Liability	No Quote			
TOTAL:	\$923,942.00	\$1,140,488.55	\$216,546.55	23%



WORK ORDER

TO: KHLG & ASSOCIATES, INC. 137 Murray Blvd., Suite 203 Hagatna, GU 96910	TODAY'S DATE: Sept. 14, 2021	WORK ORDER NO. <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">KHLG-20-09</div>	PAGE 1 of 2 <small>(Attach Scope of Work, if necessary)</small>
AMOUNT \$734,784.27 EFFECTIVE DATE OF WORK ORDER: September 1, 2021 COMPLETION DATE: December 31, 2021	CONTRACT TITLE/NO.: Construction Management Services for GIAA Terminal Building Structural Upgrade & Concourse Isolation: Project No. GIAA-FY14-01-2		
SUBJECT: KHLG Construction Management Services Contract Extension (4 months)			
SCOPE OF WORK (SOW): <i>(If SOW requires additional space, please identify number of pages attached on the top right corner of form.)</i> See attached Cost Proposal			
1. Work Order is issued pursuant to the cited Contract Title/No. stated above. 2. Performance shall be pursuant to terms of the Agreement, incorporated herein by reference. 3. Payment shall be made in accordance with the payment terms of the Agreement, after submission of an invoice and GIAA's acceptance of services as satisfactory.			
ACCEPTED BY: <p style="text-align: center;">FIRM/COMPANY NAME</p> <p style="text-align: center;">KHLG & ASSOCIATES, INC.</p> <hr/> By: Kent C. Hsieh, P.E. Principal (Print) Signature: _____ Date: _____	AUTHORIZED BY: By: _____ <p style="text-align: center;">John M. Quinata Executive Manager</p> Date: _____ Certified Funds Available: By: _____ <p style="text-align: center;">JOHN A. RIOS Certifying Officer</p> Date: _____		
GIAA INTERNAL USE ONLY			
DIVISION: Account #: _____ ACCOUNTING: Obligation of funds: _____ Date: _____ <small>(Print Name/Initial)</small> Authorized by: _____ Date: _____ <small>(Print Name/Initial)</small>	PROCUREMENT: Supply Management Administrator, <i>Acting</i> Print/Sign Name: _____ Initial: _____ Date: _____		

PROFESSIONAL CONSTRUCTION MANAGEMENT SERVICES

(RFP No. RFP-0090FY19; Project No. GIAA-FY14-01-1)

Project Name: **CM Services for GIAA Terminal Building Structural Upgrade and Concourse Isolation**
 Consultant Name: **KHLG & Associates, Inc.**
 Time and Material: **KHLG Cost Proposal (9/1/21 to 12/31/21)**

Task Description	Principal / CM	Construction Manager	Resident Engineer	Project Engineer	Construction Engineer	Project Coordinator	Senior QA Specialist	Construction Contract Duration				Amount	
								Calendar Days		Weeks			Days
										18			
Directed Labor per Rate Schedule >>>>	\$86.54	\$62.50	\$48.08	\$46.00	\$44.00	\$48.08	\$40.00	\$38.15	\$38.15	\$32.00	\$24.00		
A PRE-CONSTRUCTION SERVICES													
1 Pre-Construction Services	0	0	0	0	0	0	0	0	0	0	0		
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
B CONSTRUCTION SERVICES (18 weeks)													
1 Project Controls & Support	450	0	720	720	720	0	720	720	720	0	720		
Subtotal	\$ 38,943.00	\$ -	\$ 34,617.60	\$ 33,120.00	\$ 31,680.00	\$ -	\$ 28,800.00	\$ 27,468.00	\$ 27,468.00	\$ -	\$ 17,280.00	\$ 239,376.60	
C POST-CONSTRUCTION SERVICES (13 weeks)													
1 Project Close Out	0	0	0	0	0	0	0	0	0	0	0		
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
												\$ 239,376.60	
												Approved Overhead Rate 1.651 \$395,210.77	
												\$634,587.37	
												Profit 10% \$63,458.74	
												Total Labor \$698,046.10	
D OTHER DIRECT COSTS (ODC)													
Inspector vehicle includes monthly vehicle lease, fuel, insurance, maintenance (2 vehicles)								Units	Rate	Amount			
Blue Beam Revue (Software Maintenance Service)								0	\$ 850.00	\$ -			
SIDA Badges, Parking Decals, other security documentation								0	\$ 400.00	\$ -			
Laptops (Outright purchase; GIAA property after project completion)								0	\$ 300.00	\$ -			
Cell/Radio Phones including monthly airway charges								0	\$ 1,500.00	\$ -			
Procure (per year)								0	\$ 100.00	\$ -			
Photography Web Hosting								0	\$ 28,000.00	\$ -			
Equipment and Supplies for CM Office at Terminal								0	\$ 2,000.00	\$ -			
								0	\$ 18,285.00	\$ -			
Sub-total Other Direct Costs												\$ -	
Total Labor + ODC												\$ 698,046.10	
Guam GRT 5.263%												\$36,738.17	
Prime Consultant TOTAL												\$734,784.27	



EXECUTIVE MANAGER’S REPORT
GIAA BOARD OF DIRECTORS MEETING
September 30, 2021

AIRLINE UPDATES

October 2021

		CARRIERS									
		UA	PR	LJ	JL	KE	7C	CI	TW	RS	BX
DESTINATIONS	HNL	7x weekly									
	NRT	7x weekly			Suspended thru 11/30		Suspended thru 09/30				
	KIX						Suspended thru 09/30				
	MNL	3x weekly	2x weekly								
	SPN	7x weekly									
	ROR	1x weekly									
	PNI										
	YAP	1x weekly									
	TKK	2x weekly									
	ICN			1x weekly		3x weekly (1 cargo)	2 charter Ops/ Sep. 18 & 21 Resume Ops Oct. 28 2x weekly		1x weekly Eff: Jul 31	Resume Ops Nov 27 (2x weekly)	
	PUS						Suspended thru 09/30				Resume Ops eff Nov. 4 (2x weekly)
	TPE							Suspended thru Oct.2021			

Current Air Services Snapshot: Based on the scheduled services above, GIAA’s current operational status for October 2021

- 37 weekly scheduled passenger flights
- Total weekly seat capacity of 7,666
- 9 destinations (HNL, MNL, NRT, SPN, ICN, YAP, PALAU, TKK, PNI)
- 6 airlines (United, PAL, KAL, Jin Air, T’way, Jeju – effective late October)

Look ahead:

- Resumption of Jeju 2x weekly from Incheon effective October 28
- Resumption of Air Seoul, 2x weekly from Incheon Nov. 7
- Resumption of Air Busan 2x weekly from Busan Effective Nov. 4

Japan Airline Training

JAL’s new cohort of pilots will be training on B737-800 equipment on GIAA runways from October 10 – 22, 2021. The training consists of take-offs, landing and touchdowns during non-peak, day-time hours. JAL pilot training in Guam is now in its 8th year, launching its pilot training program



EXECUTIVE MANAGER'S REPORT

GIAA BOARD OF DIRECTORS MEETING

September 30, 2021

in October of 2013.

Philippine Airlines

PAL cancelled two flights as a result of PH Ban on nine countries with COVID-19 rates, to include Guam, effective September 12 through September 18, 2021. The other countries on the no entry list include Azerbaijan, Guadeloupe, Israel, Kosovo, Montenegro, North Macedonia, Saint Lucia and Switzerland.

REGULATORY UPDATES

FAA Annual Certification Inspection

Administrative Records Review and Physical Facility Inspection

FAA Airport Certification Safety Inspector Joe Carlini, has advised GUM's annual inspection scheduled for October 21 and 22 has further been postponed due to COVID-19 conditions on Guam and strict quarantine requirements in the CNMI.

FAA Western Pacific Regional Aviation Directors Meeting

Rescheduled from August 30, 2021, to Thursday, October 28, 2021 from 3-5 pm, and Friday October 29, 2021 from 8am -10 am.

FAA UDO Review

GIAA held its monthly meeting with the FAA ADO on Thursday, September 23, 2021, to brief and discuss status of the various CIP projects and funding.

FINANCIAL UPDATES

Moody's Ratings Periodic Review

Moody's Investors issued their routine periodic review and assessment of the GIAA's airport revenue bonds and released such review on September 24, 2021. The publication of its review does not announce a credit rating action and is not an indication of whether or not a credit rating action is likely in the near future.

FY2021 Financial Audit

Ernst & Young has begun its financial audit of GIAA's Fiscal Year 2021. The final audit is to be completed no later than January 31, 2022.

EXECUTIVE ORDERS & LEGISLATIVE UPDATES

Executive Order 2021-17

E.O 2021-17 stipulates all workers of the executive branch be fully vaccinated with one of the three authorized COVID-19 vaccines no later than September 24th. In the event the worker is not fully vaccinated, they will be required to undergo weekly PCR or antigen testing, or be subject to disciplinary procedures, which may include disciplinary action. All GIAA employees have been



EXECUTIVE MANAGER'S REPORT GIAA BOARD OF DIRECTORS MEETING September 30, 2021

advised of the requirements of this executive order. GIAA current vaccination rate is 95% with 12 employees still unvaccinated.

COVID-19 Employee Testing Facility at the GIAA

Ten (10) GIAA personnel have been fully trained to administer COVID-19 tests utilizing Abbott BinaxNOW Antigen Tests or the Abbot ID NOW testing kits. For the purposes of complying with Executive Order 2021-17 and for convenience for airport operational efficiency and airport government tenants such as Customs and Quarantine Agency, Customs and Border Protection, and Transportation Security Administration, as well as airport neighboring government agency, Department of Revenue and Taxation, we will be providing very limited on-site testing at the GIAA for both EO 2021-17 compliance or workplace or employee needed tests for close contacts.

Open Government Law

GIAA has taken into consideration and addressed the requirements of PL 36-34 and it is our understanding that we are in compliance.

PERSONNEL UPDATES:

Training: The following has either been completed or is scheduled to occur.

- **2021 Rosenbauer ARFF Panther Maintenance Training**, Sept. 13-17, Heavy Equip Mech II
- **FAR PART 139 Review Course** (In-house), Oct. 5-6, Ops, AP, ARFF and others interested

New Employees

Positions have been filled that were vacant over the past year that include the following:

- Properties and Facilities, Administrative Assistant
- Administration, Personnel Specialist III and Personnel Specialist II
- Airport Police, Airport Police Officer I (5)

Retirements:

- GIAA congratulates Ms. Maritess "Tess" R. Sotto, Personnel Specialist I, for her 26 years of service in the Government of Guam.
- GIAA also congratulates Ms. Beatrice "Becky" Sablan, Accountant II, for her 33 years of service with the Government of Guam
- GIAA also congratulates Mr. Mark Merfalen, Driver Operator, for his 25 years of service with the Government of Guam.



EXECUTIVE MANAGER'S REPORT

GIAA BOARD OF DIRECTORS MEETING

September 30, 2021

PROCUREMENT UPDATES

Delegation of Procurement Authority

GSA issued GIAA full delegation of procurement authority to serve as a purchasing agency. The procurement authority was issued September 10, 2021, and allows GIAA to contract for supplies, materials, and services pursuant to the Guam Administration Rules and Regulations and Chapter 5 of The Guam Procurement Law. The procurement delegation is effective October 1, 2021 through September 30, 2022.

RFP GIAA-005-FY21 Management and Infrastructure Support Services to GIAA's Baggage Conveyance System : A protest was received on September 21, 2021. This procurement is stayed until resolution of protest.

ANNOUNCEMENTS

- The 20th Commemoration Event of the Anniversary of September 11, 2001 was a momentous occasion. GIAA management and ARFF firefighters, together with Guam TSA, United Airlines, and other tenant partners joined together for a solemn moment of silence on Saturday, September 11, 2021, to honor and pay tribute to all first responders, those who perished, and those who continue to serve to protect our freedom. Event footage is available at the Guam Airport YouTube channel and on Facebook and Instagram social forums for view.
- Two GIAA Employees have been confirmed to have contracted COVID-19 and appears to have been from outside contacts. Contact tracing has been conducted and work areas have been thoroughly sanitized and disinfected.
- Lotte announced two of its salespersons have contracted COVID-19. Appropriate disinfection measures and thorough sanitation of work and public areas throughout Lotte leased areas have been undertaken and completed.

CAPITAL IMPROVEMENT UPDATES

Key status updates on GIAA'S Capital Improvement Projects as of September 30, 2021 is covered in attached report. (ATTACHMENT I)



EXECUTIVE MANAGER'S REPORT GIAA BOARD OF DIRECTORS MEETING September 30, 2021

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September 28, 2021

MEMORANDUM

To: Mr. Brian Bamba
Chairman
GIAA Board of Directors

From: John A. Rios
Comptroller

Subject: Operating Results – Revenues and Expenses as of August 31, 2021

Attached herewith is GIAA's Operating Results Report for the month ending August 31, 2021. This report summarizes the Budgeted versus Actual Revenues and Expenses for the month and year-to-date results ended August 31, 2021.

The key operating results for 11 month(s) of FY2021 ending August 31, 2021 – (in \$000's) are

CATEGORY	Actual FY21 Current Month	YEAR-TO-DATE			FORECAST FOR FULL YEAR- FY21	
		Budget FY21 Y-T-D	Actual FY21 Y-T-D	% Variance Budget vs. Actual	Actual/ Estimate	% Variance Budget vs. Actual/ Estimate
				Y-T-D Current Month		
Total Signatory Revenues	\$ 580.0	\$ 21,790.4	\$ 5,664.9	-74.0%	\$ 8,366.6	-65.8%
Total Concession Revenues	\$ 494.2	\$ 13,442.2	\$ 4,804.1	-64.3%	\$ 6,336.1	-57.7%
Total PFC's	\$ 66.2	\$ 4,010.5	\$ 234.0	-94.2%	\$ 756.8	-83.3%
Total Other Revenues	\$ 1,040.5	\$ 11,434.5	\$ 10,949.1	-4.2%	\$ 12,074.7	-3.9%
Total Operating Revenues	\$ 2,180.9	\$ 50,677.6	\$ 21,652.2	-57.3%	\$ 27,534.2	-51.3%
Total Operating Expenses	\$ 2,888.9	\$ 38,850.2	\$ 31,763.2	-18.2%	\$ 34,880.8	-16.9%
Net Revenues from Operations	\$ (708.0)	\$ 11,827.3	\$ (10,111.1)	-185.5%	\$ (7,346.6)	-150.3%
Non-Operating Expenses	\$ 62.3	\$ 800.0	\$ 800.5	0.1%	\$ 800.5	0.1%
Other Available Moneys/Other Sources of Funds	\$ 8,187.5	\$ 9,376.3	\$ 22,998.7	145.3%	\$ 21,752.1	167.6%
Net Debt Service Coverage	12.86	1.74	1.05	-40.0%	2.05	-37.2%

Year-to-date Total Signatory Revenues for the month ending August 31, 2021 are below Budgeted revenues by **74.0%**. Signatory revenue estimates are based on projections submitted by Signatory airlines and adopted in the annual budget.

Year-to-date Total Concession Revenues are **64.3%** below budget while Passenger Facility Charges are below the budget estimate by **94.2%**.

Year-to-date Total Other Revenues, inclusive of non-signatory and non-airlines revenues, are below the budget estimate by **4.2%**.

Year-to-date Total Operating Revenues actual of **\$21.7M** is **57.3%** below the budget estimate of **\$50.7M**.

Year-to-date Total Operating Expenses are below budget by **18.2%**. Components of this line item include a **2.8%** decrease in Personnel Service, a **28.6%** decrease in Contractual Services, a **63.4%** decrease in Materials & Supplies and a **100%** decrease in Equipment/Furnishings from budgeted amounts for these respective categories.

The actual year-to-date Net Revenues from Operations of **\$-10.1M** represents a **185.5%** decrease over the year-to-date budgeted amount of **\$11.8**.

Finally, our year-to-date results for Debt Service Coverage is at **2.05** 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
Airport Services Manager

GUAM INTERNATIONAL AIRPORT AUTHORITY
KEY OPERATING RESULTS (\$'000's)
as of August 31, 2021

	CURRENT MONTH				Budget Full Year	YEAR - TO - DATE				FULL YEAR FORECAST	
	Actual FY2020	Budget FY2021	Actual FY2021	%Var Bud Vs Act'l		Actual FY2020	Budget FY2021	Actual FY2021	%Var Bud Vs Act'l	Actual/Est	%Var
I. Signatory Airline Rents & Fees											
Terminal Bldg Rentals	162.6	237.8	232.9	-2.0%	2,853.8	3,088.2	2,616.0	2,562.4	-2.0%	2,800.2	-1.9%
Departure Fees	20.0	729.7	97.2	-86.7%	6,646.8	3,301.4	5,880.3	639.5	-89.1%	1,405.9	-78.8%
Arrival Fees	15.9	668.3	68.2	-89.8%	6,056.2	3,146.2	5,352.4	416.7	-92.2%	1,120.6	-81.5%
Immigration Inspection Fees	2.5	270.3	11.1	-95.9%	2,378.4	1,135.9	2,092.6	75.8	-96.4%	361.6	-84.8%
Common Use Ticket Counter Fees	0.0	82.2	1.1	-98.6%	767.8	62.9	679.2	6.7	-99.0%	95.3	-87.6%
Loading Bridge Use Fees	196.9	421.5	102.3	-75.7%	4,084.3	4,526.0	3,645.5	1,077.1	-70.5%	1,515.9	-62.9%
Apron Use Fees	81.1	37.6	14.4	-61.7%	370.6	963.6	331.4	204.4	-38.3%	243.6	-34.3%
Landing Fees	181.2	135.4	52.8	-61.0%	1,334.2	2,222.3	1,193.1	682.3	-42.8%	823.5	-38.3%
Total Signatory Revenue	660.0	2,583.0	580.0	-77.5%	24,492.1	18,446.5	21,790.4	5,664.9	-74.0%	8,366.6	-65.8%
Enplaned Signatory Pax	5,485	125,970	17,109	-86.4%	1,147,374	873,676	1,015,067	111,465	-89.0%	243,772	-78.8%
Cost per Enplaned Pax	\$120.34	\$20.50	\$33.90	65.3%	\$21.35	\$21.11	\$21.47	\$50.82	136.7%	\$34.32	60.8%
Revenues from Sources other than Signatory Airlines Rents & Fees											
Concession Revenues											
Gen Mdse	-500.0	1,240.4	368.4	-70.3%	12,352.5	8,615.1	11,112.1	4,052.8	-63.5%	5,293.1	-57.1%
In-flight Catering	23.3	26.8	36.6	36.5%	321.6	534.5	294.8	241.9	-18.0%	268.7	-16.5%
Food & Beverage	-3.0	93.7	18.3	-80.4%	851.5	571.4	749.3	101.5	-86.5%	203.7	-76.1%
Rental Cars	-70.3	100.7	61.8	-38.7%	943.0	887.1	841.1	294.2	-65.0%	396.1	-58.0%
Other Concession Rev	10.6	55.6	9.1	-83.6%	505.6	347.7	444.9	113.8	-74.4%	174.5	-65.5%
Total Concession Revenues	-539.4	1,517.1	494.2	-67.4%	14,974.1	10,955.7	13,442.2	4,804.1	-64.3%	6,336.1	-57.7%
Passenger Facility Charges	25.4	497.7	66.2	-86.7%	4,533.3	2,962.5	4,010.5	234.0	-94.2%	756.8	-83.3%
Other Revenue	1,059.0	1,115.3	1,040.5	-6.7%	12,560.1	12,527.9	11,434.5	10,949.1	-4.2%	12,074.7	-3.9%
Total Operating Revenue	1,205.0	5,713.1	2,180.9	-61.8%	56,559.6	44,892.6	50,677.5	21,652.1	-57.3%	27,534.2	-51.3%
II. Operating Expenses:											
Personnel Services	1,177.8	1,514.2	1,546.9	2.2%	19,685.0	18,750.8	18,170.8	17,665.0	-2.8%	19,179.2	-2.6%
Contractual Services	1,559.6	1,577.1	1,269.7	-19.5%	20,446.9	19,229.1	18,919.1	13,502.0	-28.6%	15,029.9	-26.5%
Materials & Supplies	57.3	74.4	72.3	-2.8%	1,685.9	828.6	1,628.2	596.2	-63.4%	653.8	-61.2%
Equipment/Furnishings	0.0	8.8	0.0	0.0%	150.0	133.3	132.2	0.0	-100.0%	17.9	-88.1%
Total Operating Expenses	2,794.7	3,174.6	2,888.9	-9.0%	41,967.8	38,941.8	38,850.2	31,763.2	-18.2%	34,880.8	-16.9%
Net income from Operations	-1,589.7	2,538.5	-708.0	-127.9%	14,591.8	5,950.8	11,827.3	-10,111.1	-185.5%	-7,346.6	-150.3%

GUAM INTERNATIONAL AIRPORT AUTHORITY
KEY OPERATING RESULTS (\$000's)
as of August 31, 2021

	CURRENT MONTH				Budget Full Year	YEAR - TO - DATE				FULL YEAR FORECAST	
	Actual FY2020	Budget FY2021	Actual FY2021	%Var Bud Vs Act'l		Actual FY2020	Budget FY2021	Actual FY2021	%Var Bud Vs Act'l	Actual/Est	%Var
III. Other Revenues and Expenses											
Less: Non-operating /Non-recurring Expense (Post Employment/Emergency)	625.6	0.0	62.3	0.0%	800.0	2,261.5	800.0	800.5	0.1%	800.5	0.1%
Add: Interest on Investments	43.3	54.0	0.0	-100.0%	648.3	1,247.0	594.3	519.0	-12.7%	573.1	-11.6%
Net Revenues	-2,172.0	2,592.5	-770.2	-129.7%	14,440.1	4,936.3	11,621.6	-10,392.5	-189.4%	-7,574.1	-152.5%
Add: Other sources of Funds (Federal Reimb)	1,557.3	33.3	8,043.4	24030.0%	6,400.0	15,059.5	6,366.7	19,989.1	214.0%	20,022.4	212.9%
Add: Other available moneys	529.9	144.1	144.1	0.0%	1,729.7	5,828.9	3,009.6	3,009.6	0.0%	1,729.7	0.0%
Net Revenues and Other Available Moneys	-84.8	2,770.0	7,417.3	167.8%	22,569.8	25,824.7	20,997.9	12,606.1	-40.0%	14,178.0	-37.2%
Debt Service payments	1,131.2	576.6	576.6	0.0%	6,918.7	17,777.0	12,038.4	12,038.4	0.0%	6,918.7	0.0%
Debt Service Coverage	-0.07	4.80	12.86	167.8%	3.26	1.45	1.74	1.05	-40.0%	2.05	-37.2%
Debt Service Requirement	1.25	1.25	1.25		1.25	1.25	1.25	1.25		1.25	

RECOMMENDATION OF COUNSEL

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

CC: Mr. John M. Quinata
Executive Manager
ANTONIO B. WON PAT INTERNATIONAL
AIRPORT AUTHORITY, GUAM

FROM: Janalynn Cruz Damian
CALVO FISHER & JACOB LLP



DATE: September 16, 2021

SUBJECT: **Executive Session**

Pursuant to 5 GCA § 8111(c)(1), I hereby recommend that the Board of Directors of GIAA conduct an Executive Session at the next regular scheduled Board meeting to discuss DFS Guam L.P. related litigation to which GIAA is or may be a party.