

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

Thursday, April 27, 2023, 3:00 p.m.

GIAA CONFERENCE ROOMS 1 & 2

1. CALL TO ORDER AND ATTENDANCE

The April 27, 2023 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 Sobti at 3:01 p.m. at the GIAA Terminal Conference Rooms 1 & 2, 355 Chalan Pasaheru, Tamuning, Guam, 96913.

Directors Present:

Gurvinder Sobti
Donald I. Weakley
Lucy M. Alcorn
Doyon A. Morato
Rosie R. Tainatongo
Jesse G. Garcia

Offices or positions:

Vice Chairman
Board Secretary

Directors Absent:

Brian J. Bamba (Excused)

Chairman

GIAA Officials:

John M. Quinata
Artemio R. Hernandez, Ph.D.
Jean M. Arriola
Juan S.A. Reyes, A.C.E.
Danielle E. Camacho
Raymond Mantanona
Virginia Molo
Rolenda Faasuumalie
Joseph Javellana
Audie Artero

Executive Manager
Deputy Executive Manager
Airport Services Manager
Air Terminal Manager
General Accounting Supervisor
ARFF, Chief
Personnel Administrator
Marketing Administrator
Property Management Office
Engineering Supervisor

William Brennan
Janalynn C. Damian
Genevieve Rapadas
Frank R. Santos

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

Acting Chairman Sobti 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 Director Tainatongo, seconded by Director Morato, the following resolution was unanimously passed:

Resolution No. 23-22

The Board hereby approves the agenda of the April 27, 2023 regular meeting, as presented.

3. APPROVAL OF MINUTES

A. March 28, 2023 - Regular Meeting

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

Resolution No. 23-23

The Board hereby approves the minutes of the March 28, 2023 regular meeting, subject to corrections.

4. CORRESPONDENCE

Executive Manager Quinata advised there was no Correspondence to report.

5. OLD BUSINESS

A. Acceptance of FY22 Financial Audit Report

Deputy Executive Manager Hernandez on behalf of Management requested that the Board table the discussion on the FY22 Financial Audit Report, due to Department of Administrations (DOA), Other Post Employment Benefits ("OPEB") Audit that is still not completed, in turn impacting when GIAA may release the FY22 Financial Audit Report. The Board had no objections.

6. NEW BUSINESS

A. Approval of Award for Ground Maintenance Services - IFB No. GIAA-001-FY23

The next item on the agenda was the approval of the ranking results and award for Grounds Maintenance Services under Invitation for Bid No. IFB-001-FY23. Deputy Executive Manager Hernandez provided background information to the Board on the referenced IFB. Eighteen (18) firms and/or individuals purchased or downloaded the bid package and three (3) firms submitted a bid before the submission deadline. As required by Guam Procurement Regulations, the bids were publicly opened and read aloud by GIAA procurement staff in the

presence of the bidders. The results of the bid price submittals are as follows in the order they were received and opened:

| BIDDER: SHIBY Inc., dba Guahan Clean Master1 | | |
|---|--|---------------------|
| Service Area | Frequency of Services | Bid Amount |
| Airport Operations Area (Secured Area) Total Area: +/- 307 acres | A) 12 months - 1 service per month | \$250,512.00 |
| | B) 6 months - 1 additional service per month (during rainy season) | \$110,520.00 |
| | Total Bid Amount (A+B=C) | |
| | Total Cuts per year Total 18 | \$361,032.00 |
| BIDDER: Proferre, Inc. | | |
| Service Area | Frequency of Services | Bid Amount |
| Airport Operations Area (Secured Area) Total Area: +/- 307 acres | A) 12 months - 1 service per month | \$272,592.72 |
| | B) 6 months - 1 additional service per month (during rainy season) | \$136,296.36 |
| | Total Bid Amount (A+B=C) | |
| | Total Cuts per year Total 18 | \$408,889.00 |
| BIDDER: Luis E. Bustamante dba JJ Global Services | | |
| Service Area | Frequency of Services | Bid Amount |
| Airport Operations Area (Secured Area) Total Area: +/- 307 acres | A) 12 months - 1 service per month | \$306,456.00 |
| | B) 6 months - 1 additional service per month (during rainy season) | \$153,228.00 |
| | Total Bid Amount (A+B=C) | |
| | Total Cuts per year Total 18 | \$459,684.00 |

The lowest Total Bid amount submitted was \$361,032.00 per year from SHIBY Inc., dba Guahan Clean Master1.

The total contract award for this bid is a total annual cost of \$361,032.00 for an initial term of one (1) year with three (3) one-year options to be exercised at the sole discretion of GIAA and subject to the availability of funds. Funding for this contract is available under the Property & Facilities Division O&M Budget.

Management recommends the contact award in the amount of \$361,032.00 per year for the GIAA Airport Operations Area - Secured Area to SHIBY Inc., dba Guahan Clean Master1, who has

been determined to have met the standards of responsibility and responsiveness outlined in the Guam Procurement Law and Regulations.

Director Weakley inquired if SHIBY Inc., dba Guahan Clean Master1 holds the current ground maintenance contract. Deputy Executive Manager Hernandez clarified that GIAA does not have a grass cutting contract at this time, as the previous contractor decided to cease operations at the Airport, which is why it is imperative that said contract be approved as quickly as possible, as the service area is the Airport Operations Area (AOA). Brief discussion followed relative to details of the contract relative to the scope of work.

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

Resolution No. 23-24

The Board hereby approves the ranking results and the contract award for Grounds Maintenance Services under Invitation for Bid No. IFB-001-FY23 to SHIBY Inc., dba Guahan Clean Master1 in the amount of \$361,032.00, as recommended by Management, subject to review by Legal Counsel.

B. Approval of Award for Risk Management & Insurance Consulting Services - RFP-002-FY23

The next item requiring Board action was the award for Air Service Development - RFP-001-FY23. Deputy Executive Manager Hernandez, provided background information to the Board on the referenced RFP, including the scope of services, contract term, dates that the RFP was published in the newspaper, proposal submission deadline, and the number of interested proposers. A total of seven (7) firms showed their interest by obtaining the RFP package, and only one (1) firm submitted a proposal before the established deadline. An evaluation committee was established to evaluate the proposals that were submitted based on the evaluation criteria set forth in the RFP. The Evaluation Committee appointed by the Executive Manager completed their evaluations of the proposal. As a result of the evaluations, it is determined that Offeror A, the sole offeror, was deemed a responsive firm to perform the required services in accordance with the criteria set forth in the RFP. The score sheets were gathered and tabulated by the Procurement Office.

Upon Board approval, an agreement will be forwarded to Legal Counsel for review and approval as to form. The term of each agreement is for a period of three (3) years with two (2) one-year options to extend at the sole discretion of GIAA, subject to the availability of funding. The Risk Management and Insurance Consulting Services contract will be funded under the O&M Budget.

Management recommends that the Board approve the ranking results and the contract award to Offeror A, for the Risk Management and Insurance Consulting Services contract, subject to negotiation of fair and reasonable fees to be submitted by the proposer 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 designee may enter into negotiations with the next most qualified offeror and so forth consistent with the Guam Procurement Law & Regulations and the RFP.

Acting Chairman Sobti inquired on the last Risk Management and Insurance Consulting Services contract. Deputy Executive Manager Hernandez responded, explaining that the current firms contract will be expiring soon, GIAA is planning in advance.

Brief discussion followed relative to fees. The Deputy Executive Manager advised the Board that negotiations will take place upon Board approval.

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

Resolution No. 23-25

The Board hereby approves the ranking results as presented and the contract award to Offeror 'A' for the Risk Management and Insurance Consulting Services – RFP-002-FY23, subject to Management's negotiation of fair and reasonable fees and review by Legal Counsel.

Deputy Executive Manager Hernandez announced that Offeror 'A' is Bolton Insurance Services, LLC. Said firm is GIAA's current Risk Management and Insurance Consulting Services firm.

C. CIP Modification - Cooling Tower Upgrades, Work Order No. 1

Mr. Santos, GIAA Consultant, presented the CIP modification relative to the Energy Services Contract/Preventive Services Agreement with Johnson Controls, Inc. (JCI), for the Boards consideration. Mr. Santos advised the Board that the modification is a proposed 2-prong work order (WO).

1. To permanently upgrade and replace the four (4) cooling towers serving the terminal facility.
2. The provision of temporary mobile chillers to improve the building temperature and air circulation. At this time, GIAA plans for temporary measure for a minimum of two (2) months.

Mr. Santos provided brief background on the situation with the cooling towers. The overall main terminal air conditioning system primarily consists of two (2) major facets as a water-cooled HVAC system, four (4) independent chillers and four (4) water cooling towers. The system relies on the cooling towers to supply the cooled water to the chillers, which in turn distributes the cooled air throughout the terminal. Current cooling tower water exceeds specified water temperature ranges, providing warmer temperatures throughout the main terminal. The current condition of the cooling towers is functioning near 60% efficiency and

normal operating level is at least 80% per cooling tower. Upgrades to the cooling towers are need to reset the system to required parameters.

Temporary methods are currently being provided throughout key terminal areas, with a final phase of a temp chiller system work by the first week of May. The chiller portion repairs and upgrades via existing services agreements are almost complete, therefore, the timing for the four (4) cooling tower construction upgrades aligns with the next phase of services in order to balance the overall HVAC system.

Mr. Santos informed the Board that the WO total is in the amount of \$788,440.00, for the following:

| | |
|--|---------------------|
| 1. Cooling Towers, 2ea - Manufactured and Ocean Freight (3-4 months completion) | \$185,000.00 |
| 2. Cooling Towers, 2 ea Expedited (Less than 2 months completion) | \$285,000.00 |
| 3. Air Freight Allowance for Expedited Supply | \$ 50,000.00 |
| 4. Temporary Chillers (200 ton and 100 ton) Includes mobilization, install, connections 2-month rental | <u>\$268,440.00</u> |
| | TOTAL: \$788,440.00 |

Mr. Santos advised that the funding for this WO will be sourced from revenue and reserve accounts. Mr. Santos corrected the Work Order No. to JCI-05-FY23. Management recommends that the Board approve WO No. to JCI-05-FY23 with a not to exceed amount of \$788,440.00.

Acting Chairman Sobti inquired on the warranty, if any. Mr. Santos replied the towers will be under warranty for at least one (1) year. Acting Chairman inquired on manpower, with Mr. Santos replying Johnson Controls will provide the manpower. Brief discussion followed.

Acting Chairman Sobti requested for an execution date. Mr. Santos replied, if the WO is approved today, Johnson Controls will start mobilization on the morning of April 28, no later April 29, the temporary chiller will be in operation within one week. Mr. Santos added that the funding will be identified before the WO is certified. Discussion followed, with Director Morato inquiring on a lease to own option with Johnson Controls. Acting Chairman Sobti stressed the importance of executing the WO as soon as possible for the traveling public and the Airport employees, and asked that WO be approved while Management continues to negotiate a lease to own option.

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

Resolution No. 23-26

The Board hereby approves Work Order No. JCI-05-FY23 for Cooling Tower Upgrades under the Energy Services Contract/Preventive Services Agreement with Johnson Controls, Inc., not to

exceed the amount of \$788,440.00, the Board further authorizes Management to negotiate a lease to own option.

D. 2023 GIAA Compensation Study Update

Deputy Executive Manager Hernandez presented the 2023 Compensation Study Update for the Board's consideration, stating that Management has been working diligently over the previous number of years, however due to COVID-19 Pandemic there have been delays to any type of Pay Study because of the Authority's financial situation. Deputy Executive Manager Hernandez advised that Board action is requested to approve an update to the Authority's Pay Schedule and associated implementation ranges including a structural adjustment to the recommended market percentile.

The Deputy Executive Manager went on to provide a brief background. The enactment of Public Law 29-24 on October 24, 2007 mandated the Antonio B. Won Pat International Airport Authority (GIAA) to establish market-based pay scales for Certified, Technical, and Professional (CTP) personnel. The mandate further directed the GIAA to promulgate personnel rules and regulations governing selection, compensation, promotion, performance evaluations, disciplinary action and other terms and condition of employment of personnel occupying aviation-related positions unique to Airport operations and certified technical and professional positions. P. L. 29-24 was a result of concerns that the Authority was having difficulty with the recruitment and retention of skilled personnel it needed to sustain an efficient operations and maintenance of the airport.

In May 2013, the GIAA Board passed a resolution to make a structural adjustment in pay to the 20th market percentile based on 2012 market data, effective October 1, 2012. Market reviews were subsequently conducted in 2017 and 2019. At its regular board meeting in April 2019, management submitted for board action to adopt the new pay schedule and associated implementation ranges including a structural adjustment to the proposed 20th market percentile based on 2017 market data. It was decided that this would be discussed at a later time.

More recently, GIAA engaged with Alan Searle and Associates to conduct a study based on the 2022 market data. Structural adjustment to the current market percentile, at 2022 market data is recommended to ensure the Authority remains competitive in the market place at U.S. Airports. With no structural adjustments having been made for more than ten (10) years, this endorsement will continue to aid both the attraction and retention of employees.

Deputy Executive Manager Hernandez introduced Mr. Alan Searle, of Alan Searle & Associates, who conducted Market Study. Mr. Searle gave a brief overview of his firm, advising the Board that Compensation and Benefit Reviews have been completed for Government of Guam agencies such as, Guam Power Authority (GPA) and Port Authority of Guam (PAG). Mr. Searle went on to provide a presentation to the Board via PowerPoint. Deputy Executive Manager

Hernandez added that with regard to GIAA's Law Enforcement, Legislative action is required to move them into the CTP scales.

The Deputy Executive Manager went over the three (3) options provided by Mr. Searle for the Board's consideration:

1. Cost in migrating GIAA to the 15th Market Percentile (2022 Market Data)
 - The annual base salary upward adjustment to migrate the Authority to the 15th market percentile (using 2022 market data) is estimated to be \$1,107,187 (Non-LEO \$600,666 and LEO \$506,521). Total annual benefits are estimated to be an additional \$387,515 (Non-LEO \$210,233 and LEO \$177,282). Total estimated annual cost is \$1,494,702.
2. Cost in migrating GIAA to the 20th Market Percentile (2022 Market Data)
 - The annual base salary upward adjustment to migrate the Authority to the 20th market percentile (using 2022 market data) is estimated to be \$1,366,527 (Non-LEO \$733,424 and LEO \$633,103). Total annual benefits are estimated to be an additional \$478,284 (Non-LEO \$256,698 and LEO \$221,586). Total estimated annual cost is \$1,844,811.
3. Cost in migrating GIAA to the 25th Market Percentile (2022 Market Data)
 - The annual base salary upward adjustment to migrate the Authority to the 25th market percentile (using 2022 market data) is estimated to be \$1,651,336 (Non-LEO \$876,816 and LEO \$774,520). Total annual benefits are estimated to be an additional \$577,967 (Non-LEO \$306,885 and LEO \$271,802). Total estimated annual cost is \$2,229,303.

Deputy Executive Manager Hernandez advised that due to GIAA currently conducting its FY 2024 budget process, management will be able to determine the viability and timing of implementation during FY2024. Discussion followed, with the Deputy Executive Manager announcing that said adjustment will not take effect immediately, as it will be subject to funding availability, the projections from the FY2024 budget will give Management an idea of when it may be implemented.

Managements recommendation for approval by the Board is twofold as follows:

1. Approval of the structural pay adjustment and implementation of the at the 20th market percentile based on the 2022 market data for non-law enforcement and ARFF positions, effective on or after October 1, 2023, and subject to funding availability.

2. Approval of the structural pay adjustment and implementation at the 20th market percentile based on the 2022 market data for law enforcement and ARFF positions, on or after October 1, 2023, subject to funding availability and subject to any required legislative requirements, if any.

Director Tainatongo asked for insurance that the Law Enforcement and ARFF positions will be included with the adjustments.

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

Resolution No. 23-27

The Board hereby approves the structural pay adjustment and implementation at the 20th market percentile based on the 2022 market data for non-law enforcement and ARFF positions, effective on or after October 1, 2023, and subject to funding availability; the structural pay adjustment and implementation at the 20th market percentile based on the 2022 market data for law enforcement and ARFF positions, on or after October 1, 2023, subject to funding availability and subject to any required legislative requirements, if any.

At this time, the Deputy Executive Manager thanked Mr. Alan Searle for taking the time to update the Market Data.

Director Weakley inquired, moving forward can this process be done annually. Mr. Searle replied ideally the update should be completed every 2-3 years.

Executive Manager Quinata took the time to address all of the employees in attendance adding that had the Airport not been in recovery mode at this time, Management would have recommended 25th percentile, and assured Law Enforcement employees that they will be included in the adjustment. Director Morato thanked GIAA employees for their patience and expressed the importance of the pay adjustment at this time, due to labor shortages and the retaining of good employees.

E. Approval of Legal Services Invoice No. 81023

The next item discussed were invoices from Calvo Fisher & Jacob, LLP (CFJ) relative to legal services fees incurred in February 2023. Deputy Executive Manager Hernandez advised the Board that CFJ submitted invoices for general legal services relating to:

1. Invoice No. 81023: DFS Guam L.P. Arbitration Claim (\$24,153.30)

The total amount for the legal service invoice is \$24,153.30. Due to the referenced services exceeding CFJ's monthly cap of \$10,000.00, Board action is required to authorize the additional amount of \$14,153.30 above the cap.

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

Resolution No. 23-28

The Board hereby authorizes the Authority to issue payment to Calvo Fisher & Jacob, LLP for legal fees incurred in February 2023, pertaining to DFS Guam L.P. Arbitration Claim (Invoice No. 81023) that exceed the monthly cap of \$10,000.00 in the amount of \$14,153.30, a total invoice amount of \$24,153.30.

At this time, Executive Manager Quinata introduced this year's participants in the Island Youth Leadership Day. The participants from various Guam High Schools, schedules for the day were filled with tours of GIAA facilities and office time with division heads.

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 Ms. Maeria Stanley, participant of the Island Youth Leadership program presented Airline Updates, while Executive Manager Quinata reported briefly on CIPs and Regulatory updates.

Air Terminal Manager, Juan S.A. Reyes, A.C.E. provided a brief update on FAR Part 139 Certification Inspection, to which Mr. William Brown, FAA Inspector held an official out brief on April 27, 2023.

Acting Chairman Sobti applauded Management and employees on a successful 2023 Aerodrome Certification Workshop.

8. REPORT OF THE COMPTROLLER

Ms. Isabella Paco, participant of the Island Youth Leadership program reported on the revenues and expenses of the Authority as of **March 31, 2023**. The Deputy Executive Manager reported that year-to-date Total Signatory Revenues are below budgeted revenues by **16.1%**, year-to-date Total Concession Revenues and Passenger Facility Charges are above and below budget by **3.0%** and **23.1%**, respectively. Year-to-date Total Other Revenues, inclusive of non-signatory and non-airline revenues are below the budget estimate by **11.4%**. Year-to-date Total Operating Revenues Actual of **\$29.1M** is **10.4%** below the budget estimate of **\$32.5M**. Year-to-date Total Operating Expenses are below budget by **11.1%**. Components of this line item include a **12.5%** decrease in Personnel Services, a **4.8%** decrease in Contractual Services, a **47.9%** decrease in Materials & Supplies, and a **79.7%** decrease in Equipment/Furnishings from budgeted amounts for these respective categories. The actual year-to-date Net Revenues from Operations of **\$7.1M** reflects a decrease of **8.0%** over the year-to-date budgeted amount of **\$7.7M**. The Deputy Executive Manager reported that the year-to-date Debt Service Coverage is at **2.64** versus the requirement of **1.25**.

Deputy Executive Manager Hernandez advised the Board that GIAA will be closing its forward delivery bonds on July 11, 2023.

9. EXECUTIVE SESSION

Upon written recommendation of Counsel, on motion duly made by Director Morato, seconded by Director Tainatongo, and unanimously approved, the Board recessed to convene into Executive Session at 4:47 p.m.

A. DFS Guam L.P. related litigation to which GIAA is or may be a party.

The Board convened into Executive Session at 4:55 p.m. to discuss DFS Guam L.P. related litigation to which GIAA is or may be a party. Attending Executive Session were Directors Sobti, Weakley, Alcorn, Morato, Tainatongo, Executive Manager Quinata, and Legal Counsels, Janalynn Damian, and Genevieve Rapadas. Also present was the court reporter who will prepare a transcript of the Executive Session. Executive Session ended at 5:04 p.m.

Due to a conflict of interest, Director Garcia did not participate in the Executive Session.

- B. Office of Public Accountability Procurement Appeal Case No. OPA-PA-21-010 and CV0095-22; Johndel International, Inc. dba JMI Edison vs. Office of Public Accountability, Guam International Airport Authority and Aircraft Service International, Inc. dba Menzies Aviation.**
- C. Office of Public Accountability Procurement Appeal Case No. OPA-PA-23-02 JMI Edison vs. Guam International Airport Authority.**
- D. SP0035-22 - In re GIAA Board of Directors, October 28, 2021 Executive Session Transcripts.**
- E. SP0114-22 - In re GIAA Board of Directors, February 28, 2022 Executive Session Transcripts.**

The Board convened into Executive Session at 5:04 p.m. to discuss Office of Public Accountability Procurement Appeal Case No. OPA-PA-21-010 and CV0095-22; Johndel International, Inc. dba JMI Edison vs. Office of Public Accountability, Guam International Airport Authority and Aircraft Service International, Inc. dba Menzies Aviation; Office of Public Accountability Procurement Appeal Case No. OPA-PA-23-02 JMI Edison vs. Guam International Airport Authority; SP0035-22 - In re GIAA Board of Directors, October 28, 2021 Executive Session; Transcripts; SP0114-22 - In re GIAA Board of Directors, February 28, 2022 Executive Session Transcripts. Attending Executive Session were Directors Sobti, Weakley, Alcorn, Morato, Tainatongo, Garcia, Executive Manager Quinata, and Legal Counsel, William Brennan. Also present was the court reporter who will prepare a transcript of the Executive Session.

Executive Session adjourned at 5:21 p.m., at which time the Board returned to regular session.

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

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

Resolution No. 23-29

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 and Deputy Executive Manager and members of the Authority staff and Authority consultants designated in writing by the Chairman or Executive Manager (the Chairman, Executive Manager, Deputy Executive Manager and designated staff and consultants, whether acting individually or collectively, are referred to herein as "Authorized Officers"), in consultation with legal counsel, to engage in settlement discussions with DFS Guam L.P. ("DFS") to attempt to resolve and fully settle all disputes between the Authority and DFS currently in litigation ("DFS-related litigation").

Section 2. Any proposed settlement of the DFS-related litigation shall be subject to Board approval.

Section 3. The Authorized Officers are authorized to do all things necessary and proper to implement this resolution.

Section 4. This resolution shall take effect from and after its adoption.


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 5:25 p.m.

Dated this 6th, day of July, 2023.



Brian J. Bamba
Chairman

Attest:


Donald I. Weakley
Board Secretary

Prepared and Submitted By:

A handwritten signature in dark ink, appearing to read 'Amanda O'Brien', is written over a horizontal line.

Amanda O'Brien

Corresponding Secretary

BOARD OF DIRECTORS REGULAR MEETING

3:00 p.m., Thursday, April 27, 2023

GIAA CONFERENCE ROOMS 1 & 2

Videoconference and Live Streamed via: <https://www.guamairport.com> or

<https://www.guamairport.com/corporate/about-our-airport/board-of-directors/airport-board-meeting>

Public Notice

First Notice:

The Guam Daily Post – April 20, 2023

Notice to Media – April 20, 2023

Second Notice:

The Guam Daily Post – April 25, 2023

Notice to Media – April 25, 2023

AGENDA

1. Call to Order and Attendance
2. Approval of Agenda
3. Approval of Minutes
 - A. March 28, 2023 Regular Meeting
4. Correspondence - None
5. Old Business
 - A. Acceptance of FY22 Financial Audit Report
6. New Business
 - A. Approval of Award for Grounds Maintenance Services - IFB No. GIAA-001-FY23
 - B. Approval of Award for Risk Management & Insurance Consulting Services - RFP-002-FY23
 - C. CIP Modification - Cooling Tower Upgrades, Work Order No. 1
 - D. 2023 GIAA Compensation Study Update
 - E. Approval of Legal Services Invoice No. 81023
7. Report of Executive Manager
 - A. Airport Updates
 - B. Announcements
8. Report of Comptroller
9. Executive Session
 - A. DFS Guam L.P. related litigation to which GIAA is or may be a party.
 - B. Office of Public Accountability Procurement Appeal Case No. OPA-PA-21-010 and CV0095-22; Johndel International, Inc. dba JMI Edison vs. Office of Public Accountability, Guam International Airport Authority and Aircraft Service International, Inc. dba Menzies Aviation.
 - C. Office of Public Accountability Procurement Appeal Case No. OPA-PA-23-02 JMI Edison vs. Guam International Airport Authority.
 - D. SP0035-22 - In re GIAA Board of Directors, October 28, 2021 Executive Session Transcripts.
 - E. SP0114-22 - In re GIAA Board of Directors, February 28, 2022 Executive Session Transcripts.
10. Public Comments
11. Adjournment

BOARD OF DIRECTORS REGULAR MEETING

3:00 p.m., Thursday, April 27, 2023

GIAA Terminal Conference Rooms 1 & 2

SIGN-IN SHEET

| <u>PRINT NAME</u> | <u>COMPANY/AGENCY</u> | <u>CONTACT NO./EMAIL</u> |
|-----------------------------|-----------------------|--------------------------|
| 1. Norman Tanc | Daily Post | 797-1716 |
| 2. Camille A.V. Andrada | APD | 489-7966 |
| 3. Fidel Maysa | GIAA | 642-4530/1 |
| 4. ARNOLD FARRAS | APD | 977-1361 |
| 5. MICHELLE TAPANG | APD | 488-3601 |
| 6. R. Faasulhe | Admin/MTH | 482-1364 |
| 7. Shalene Baraz | APD | 727-3375 |
| 8. DEAN DELOTT | APD | 787 307 |
| 9. Raymond Quintanilla | OPS | |
| 10. Julian Ada | APD | 929-4912 |
| 11. Cameron Chaco | APD | 777-3084 |
| 12. Jonavan Terlaje | APD | 480 7273 |
| 13. Tiana Perez | APD | 489-8269 |
| 14. Jonessa Terlaje-Camacho | APD | 9876426 |
| 15. | | |
| 16. | | |
| 17. | | |
| 18. | | |
| 19. | | |
| 20. | | |

LOURDES A. LEON GUERRERO
Honorable Governor
Maga'håga

JOSHUA F. TENORIO
Honorable Lt. Governor
Sigundo Maga'håhi

JOHN "JO" M. QUINATA
Executive Manager

ARTEMIO "RICKY" HERNANDEZ, Ph.D.
Deputy Executive Manager

P.O. Box 8770 Tamuning, GU 96931 • Tel: (671) 646-0300-0200

**NOTICE FOR
INVITATION FOR BID**

AD PAID FOR BY: ATURIDAT PUETTON BATKON AIREN ENTENASIONAT GUAAHAN

**DESCRIPTION: GIAA TERMINAL AIRCRAFT APRON & TAXIWAY
REHABILITATION - CONSTRUCTION**

| IFB NO. GIAA-C01-FY23 | PRE-BID CONFERENCE/ SITE INSPECTION: (GIAA Conference Rm) TIME: | DEADLINE FOR RECEIPT OF WRITTEN QUESTIONS: (Single Point of Contact) TIME: | BID SUBMISSION DEADLINE: (GIAA Admins. Office - 3rd Floor) TIME: |
|-------------------------------|---|--|--|
| PROJECT NO. GIAA-FY16-08-3 | 04/28/23 10:00AM | 05/01/23 5:00PM | 05/19/23 2:00PM ChST |
| AIP NO. 3-66-0001-TBD | | | |

For additional information, contact Ms. Jenielle Meno, the Single Point of Contact, via email at: giaaifbc123@guamairport.net.

The complete IFB packet is available for public inspection at the GIAA Administration Office and for download from GIAA's website at www.guamairport.com. **All prospective bidders must register by submitting to GIAA the Acknowledgment of Receipt Form included as part of this IFB. GIAA shall not be liable for failure to provide notice(s) or addenda to any prospective bidder who does not submit an Acknowledgment of Receipt Form.** GIAA reserves the right to reject any and all bids and to waive any and all informalities, and to disregard all nonconforming or conditional bids or counter proposals when in GIAA's opinion, such rejection or waiver will be in GIAA's best interest.



The University Of Guam Solicits Applications To Establish A List Of Eligibles For The Following Limited Term Appointment, Full-Time Position; (Subject to the availability of funds):

#002-23 BUSINESS ADVISOR

#030-23 BUSINESS ADVISOR/BANK OF GUAM WOMEN IN BUSINESS PROGRAM COORDINATOR

Contact the Human Resources Office at (671)735-2350 for additional information regarding requirements, qualifications and application deadline, 8:00 a.m. to 5:00 p.m., Monday through Friday, except holidays. View the Human Resources Office website at <http://www.uog.edu/hro> for detailed information on the job announcement.

The University of Guam is a U.S. accredited institution and an Equal Opportunity Employer and Provider and complies with the Americans with Disabilities Act. For assistance, please contact the Director, EEO and Title IX/ ADA Coordinator at (671)735-2244; (671)735-2243 (TTY).

/s/ ELAINE FACULO-GOGUE

Acting, Chief Human Resources Officer

THIS AD IS PAID FOR BY UNIVERSITY OF GUAM FUNDS

CAMACHO CALVO LAW GROUP LLC

NICOLAS J. ENNIS
nnenis@camachocalvo.law
356 E. Marine Corps Drive, Suite 201
Hagåtña, Guam 96910
Tel No. 671.472.6813
Fax No. 671.477.4375
Attorneys for Petitioner
MARA HUGHES PEREZ

IN THE SUPERIOR COURT OF GUAM

IN THE MATTER OF THE ESTATE OF

Tomas Perez Santos,
Deceased.

PROBATE CASE NO. P00028-23

NOTICE OF HEARING

IN PERSON HEARING

THIS NOTICE IS REQUIRED BY LAW. YOU ARE NOT
REQUIRED TO APPEAR IN COURT UNLESS YOU DESIRE.

1. NOTICE IS HEREBY GIVEN that Mara Hughes Perez has filed a: Petition for Probate of Will and for Letters of Administration with the Will Annexed; Exhibits A-B, reference to such petition is hereby made for further particulars.

2. A hearing on the petition will be heard IN PERSON on Thursday, April 27, 2023 at 9:30 a.m. before the Honorable Dana A. Gutierrez in the Superior Court of Guam.

Dated: March 1, 2023

/s/ Sophia Santos Diaz

Clerk of Court, Superior Court of Guam

By: /s/ Pauline I. Untalan
Courtroom/Chamber Clerk

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REGULAR MONTHLY BOARD MEETING

Thursday, April 27, 2023 at 3:00 PM in Terminal
Conference Rooms 1 & 2 and by
Videoconference and Live Streamed via GIAA
website: www.guamairport.com or
<https://www.guamairport.com/corporate/about-our-airport/board-of-directors/airport-board-meeting>

AGENDA

1. Call to Order and Attendance
2. Approval of Agenda
3. Approval of Minutes
 - A. March 28, 2023 Regular Meeting
4. Correspondence - None
5. Old Business
 - A. Acceptance of FY22 Financial Audit Report
6. New Business
 - A. Approval of Award for Grounds Maintenance Services - IFB No. GIAA-001-FY23
 - B. Approval of Award for Risk Management & Insurance Consulting Services - RFP-002-FY23
 - C. CIP Modification - Cooling Tower Upgrades, Work Order No. 1
 - D. 2023 GIAA Compensation Study Update
 - E. Approval of Legal Services Invoice No. 81023
7. Report of Executive Manager
 - A. Airport Updates
 - B. Announcements
8. Report of the Comptroller
9. Executive Session
 - A. DFS Guam L.P. related litigation to which GIAA is or may be a party.
 - B. Office of Public Accountability Procurement Appeal Case No. OPA-PA-21-010 and CV0095-22; Johndel International, Inc. dba JMI Edison vs. Office of Public Accountability, Guam International Airport Authority and Aircraft Service International, Inc. dba Menzies Aviation.
 - C. Office of Public Accountability Procurement Appeal Case No. OPA-PA-23-02 JMI Edison vs. Guam International Airport Authority.
 - D. SPO035-22 - In re GIAA Board of Directors, October 28, 2021 Executive Session Transcripts.
 - E. SPO114-22 - In re GIAA Board of Directors, February 28, 2022 Executive Session Transcripts.
10. Public Comments
11. Adjournment

Parking is available in the Public Parking Lot.
Call the Board Office at (671) 642-4717/18 for special accommodations. This ad is paid for by GIAA.

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MON-FRI: 7:30am-5:30pm | SAT: 9am-4pm

*Applies to every passenger car, van, SUV, and pick-up truck tire purchase. Buy 3 Get 1 Free promotion does not apply to special order tires. Limit one gift per customer. While supplies last. Promotion ends on April 30, 2023.

THE GUAM PUBLIC UTILITIES COMMISSION NOTICE OF PUBLIC MEETING

NOTICE IS HEREBY GIVEN that the Guam Public Utilities Commission [PUC] will conduct a regular business meeting, commencing at 6:30 p.m. on April 27, 2023, Suite 703, GCIC Building, 414 W. Soledad Ave., Hagatña.

The following business will be transacted:

AGENDA

1. Call to Order
2. Approval of Minutes of March 30, 2023
3. Guam Power Authority
 - GPA Docket 23-08, Petition for Approval of the Revision of the GPA Line Extension Policy, ALJ Report, and Proposed Order
 - GPA Docket 23-14, Petition for Contract Review and Approval for GPA's Fuel Bulk Storage Facility, ALJ Report, and Proposed Order
 - GPA Docket 23-15, Petition for Approval to Increase the Amount of Award for GPA's Physical Security Proof of Concept, ALJ Report, and Proposed Order
4. Administrative Matters
 - FY 2022 Citizen Centric Report
 - Review of Financial Statements as of March 31, 2023
5. Adjournment

Further information about the meeting may be obtained from the PUC's Administrator Lou Palomo at 671-472-1907. Those persons who require special accommodations, auxiliary aids, or services to attend the meeting should also contact Ms. Palomo.

This Notice is paid for by the Guam Public Utilities Commission



GUAM MEMORIAL HOSPITAL AUTHORITY
#850 Gov. Carlos Camacho Road
Tamuning, Guam 96913

GMHA is seeking qualified individuals for the following positions:
NURSING, ALLIED HEALTH and OTHER RELATED POSITIONS

Please Refer to GMHA Website at www.gmha.org for a full listing of job announcements.

All Nurse Positions
All Physician Specialties (BE/BC)
Hospital Physical Therapist II
Hospital Radiologic Technologist I, II
Hospital Lab. Technologist II
Chief Hospital Radiology Services
Cook I, II
Assistant Hospital Information Technology Administrator

Bio-Medical Electronics Superintendent
Diagnostic Medical Sonographer I, II
Clinical Dietitian I, II
Respiratory Therapist I, II
Long Term Care Administrator (SNF)

Applications are available at the GMHA HR Office or available for download from the GMHA Website at www.gmha.org. Submit applications to human.resources@gmha.org, #850 Gov. Carlos Camacho Rd. Tamuning, Guam 96913, or fax to (671) 646-9215.
For more information call (671) 647-2409/2171.

This Ad is paid for by GMHA Funds.
/s/ Lillian Q. Perez-Posadas, MN, RN
Hospital Administrator/CEO
"Equal Opportunity Employer"

Office of the Attorney General
Douglas B. Moylan
Attorney General of Guam

Family Section, General Crimes Division
590 S. Marine Corps Drive, ITC Bldg. • Ste. 706
Tamuning, Guam 96913 • USA
671-475-2595 • 671-475-3343 (fax)
familydivision@oagguam.org

Attorneys for the People of Guam

IN THE SUPERIOR COURT OF GUAM
IN THE INTEREST OF
A.J.R., (DOB: 11/11/2006), and
A.R.M., (DOB: 05/18/2009),
Minors.

Juvenile Case No. JP0247-22

SUMMONS

TO: Unknown Father

You are hereby summoned to appear with the minor via Zoom, before the **HONORABLE ELYZA M.**

IRIARTE, at the Judiciary of Guam, Superior Court of Guam, 120 West O'Brien Drive, Hagatna, Guam, for a court hearing on:

MONDAY, MAY 8, 2023 AT 3:10 P.M.

Zoom meeting ID: 833 3563 7429 / Passcode: 649205

YOU MAY BE HELD IN CONTEMPT IF YOU FAIL TO APPEAR ON THE DATE SET FORTH IN THIS SUMMONS.

Dated: APRIL 12, 2023

Clerk, Superior Court of Guam
By: /s/ **SHEILA K. CASTRO**
Deputy Clerk

Office of the Attorney General
Douglas B. Moylan
Attorney General of Guam

Family Section, General Crimes Division
590 S. Marine Corps Drive, ITC Bldg. • Ste. 706
Tamuning, Guam 96913 • USA
671-475-2595 • 671-475-3343 (fax)
familydivision@oagguam.org

Attorneys for the People of Guam

IN THE SUPERIOR COURT OF GUAM
IN THE INTEREST OF
A.J.R., (DOB: 11/11/2006), and
A.R.M., (DOB: 05/18/2009),
Minors.

Juvenile Case No. JP0247-22

SUMMONS

TO: JOSEPH RODRIGUEZ, Natural Father
160 Sablan Drive
Agaña Heights, Guam
Tel: 671-483-9279

You are hereby summoned to appear with the minor via Zoom, before the **HONORABLE ELYZA M.**

IRIARTE, at the Judiciary of Guam, Superior Court of Guam, 120 West O'Brien Drive, Hagatna, Guam, for a court hearing on:

MONDAY, MAY 8, 2023 AT 3:10 P.M.

Zoom meeting ID: 833 3563 7429 / Passcode: 649205

YOU MAY BE HELD IN CONTEMPT IF YOU FAIL TO APPEAR ON THE DATE SET FORTH IN THIS SUMMONS.

Dated: APRIL 12, 2023

Clerk, Superior Court of Guam
By: /s/ **SHEILA K. CASTRO**
Deputy Clerk

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REGULAR
MONTHLY
BOARD MEETING

Thursday, April 27, 2023 at 3:00 PM in Terminal Conference Rooms 1 & 2 and by Videoconference and Live Streamed via GIAA website: www.guamairport.com or <https://www.guamairport.com/corporate/about-our-airport/board-of-directors/airport-board-meeting>

AGENDA

1. Call to Order and Attendance
2. Approval of Agenda
3. Approval of Minutes
 - A. March 28, 2023 Regular Meeting
4. Correspondence - None
5. Old Business
 - A. Acceptance of FY22 Financial Audit Report
6. New Business
 - A. Approval of Award for Grounds Maintenance Services - IFB No. GIAA-001-FY23
 - B. Approval of Award for Risk Management & Insurance Consulting Services - RFP-002-FY23
 - C. CIP Modification - Cooling Tower Upgrades, Work Order No. 1
 - D. 2023 GIAA Compensation Study Update
 - E. Approval of Legal Services Invoice No. 81023
7. Report of Executive Manager
 - A. Airport Updates
 - B. Announcements
8. Report of the Comptroller
9. Executive Session
 - A. DFS Guam L.P. related litigation to which GIAA is or may be a party.
 - B. Office of Public Accountability Procurement Appeal Case No. OPA-PA-21-010 and CV0095-22; Johnndel International, Inc. dba JMI Edison vs. Office of Public Accountability, Guam International Airport Authority and Aircraft Service International, Inc. dba Menzies Aviation.
 - C. Office of Public Accountability Procurement Appeal Case No. OPA-PA-23-02 JMI Edison vs. Guam International Airport Authority.
 - D. SP0035-22 - In re GIAA Board of Directors, October 28, 2021 Executive Session Transcripts.
 - E. SP0114-22 - In re GIAA Board of Directors, February 28, 2022 Executive Session Transcripts.
10. Public Comments
11. Adjournment

Parking is available in the Public Parking Lot. Call the Board Office at (671) 642-4717/18 for special accommodations. This ad is paid for by GIAA.

Manenggon Memorial Foundation

P.O. Box 27747 Barrigada, Guam 96921

| | |
|------------------------------------|-------------|
| Beginning Balance: January 1, 2022 | \$2,401.14 |
| Revenue: | |
| Donations | \$17,515.00 |
| Total Revenue 2022 | \$17,515.00 |
| Expenses: | |
| Liberation Ceremonies | \$1,950.00 |
| "Christmases Not Forgotten" | \$13,747.00 |
| Property Lease | \$ 750.00 |
| Advertisement | \$ 108.00 |
| Bank Fees | \$ 100.00 |
| Total Expenses 2022 | \$16,655.00 |
| Ending Balance: December 31, 2022 | \$3,261.14 |

ISAN GUAM INC. (dba Rainbows for All Children Guam)

Financial Statements
Year Ended December 31, 2022
(Unaudited)

| | |
|---|--------------|
| ASSETS | |
| Cash | \$ 117,485 |
| Equipment & Furniture | 8,920 |
| TOTAL ASSETS | \$ 126,405 |
| FUND BALANCE | |
| Fund Balance: | |
| Beginning balance, January 1, 2022 | \$ 111,042 |
| Operations - year ended December 31, 2022 | 15,363 |
| TOTAL FUND BALANCE | \$ 126,405 |
| INCOME: | |
| Races Proceeds (RaceWalk & Suicide Vigil) | \$ 58,658 |
| Others - childrens' benefit | 1,579 |
| TOTAL INCOME | 60,237 |
| EXPENSES | |
| INCOME OVER EXPENSES | 44,898 |
| Interest income | 15,339 |
| NET INCOME | 24 |
| | \$ 15,363.00 |

EMCE Consulting
Engineers, Inc.

Secretary

- College Graduate preferred
- 2+ years clerical experience
- Knowledge of Microsoft Word, Excel, PowerPoint
- Knowledge in Specs Intact a plus
- Must have Driver's License to run errands
- Good communication skills, written and verbal
- Self-motivated, able to work independently and under pressure
- Excellent organizational skills, and time management
- Excellent attention to accuracy and detail
- Discretion is a must
- Excellent team working skills
- Enthusiastic and professional demeanor, positive attitude
- Experience working for A/E firm a plus
- Must be willing to occasionally work past normal working hours

Email Resume to:
hr@emceconsulting.com



PORT OF GUAM
ATUARDAT I PUETTON GUAHAN
Jose D. Leon Guerrero Commercial Port
1026 Cabras Highway, Suite 201, Piti, Guam 96915
Telephone: 671-477-5931/35 Facsimile: 671-477-2689/4445
Website: www.portofguam.com



Loures A. Leon Guerrero
Governor of Guam
Joshua F. Tenorio
Lieutenant Governor

NOTICE OF PUBLIC HEARING

Jose D. Leon Guerrero Commercial Port of Guam
2023 Master Plan
Friday, May 5, 2023
PAG Board Conference Room
3:00 pm - 5:00 pm

In accordance with the requirements of 5 GCA § 1205, the Bureau of Statistics and Plans, in conjunction with the Port Authority of Guam (PAG), will be conducting a public hearing on the Jose D. Leon Guerrero Commercial Port of Guam 2023 Master Plan.

The public is invited to attend and provide comment on the Port of Guam 2023 Master Plan, which is available for public review on the Port's website at www.portofguam.com/modernization and the Bureau of Statistics and Plans website, <https://bsp.guam.gov/latest-news/>. Hard copies are available for review at the Bureau of Statistics and Plans, Office of the Director, 513 West Marine Corps Drive, Ricardo J. Bortallo Complex, Hagatna, 8am-5pm and at the Port's Strategic Planning Division, 1026 Cabras Highway, Suite 203, Piti. Oral and written testimonies will be accepted at the hearing or may be submitted online to gcmp@bsp.guam.gov. Please include your name when submitting testimonies online. **Deadline to submit comments is Wednesday, May 10, 2023 at 5:00 pm.**

For more information, please contact PAG Chief Planner Joe Javellana at 671-477-5931/4, ext. 420. Any persons needing special accommodations, please email mduenas@portofguam.com or call 671-477-5931/4, ext. 302/303.

/s/ RORY J. RESPICIO
General Manager

This Advertisement is paid with Government funds: PORT AUTHORITY OF GUAM

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

Tuesday, March 28, 2023, 3:00 p.m.

GIAA CONFERENCE ROOMS 1 & 2

1. CALL TO ORDER AND ATTENDANCE

The March 28, 2023 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 3:10 p.m. at the GIAA Terminal Conference Rooms 1 & 2, 355 Chalan Pasaheru, Tamuning, Guam, 96913.

Directors Present:

Brian J. Bamba
Gurvinder Sobti
Donald I. Weakley
Lucy M. Alcorn
Doyon A. Morato
Rosie R. Tainatongo
Jesse G. Garcia

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 S.A. Reyes, A.C.E.
Danielle E. Camacho
Ken McDonald
Rolenda Faasuamalie
Joseph Javellana
Audie Artero
Anthony Quidachay

Executive Manager
Deputy Executive Manager
Airport Services Manager
Air Terminal Manager
General Accounting Supervisor
P&F Superintendent
Marketing Administrator
Property Management Office
Engineering Supervisor
Safety Administrator

William Brennan
Eduardo Calvo
Janalynn C. Damian
Genevieve Rapadas
Frank R. Santos

Arriola Law Firm, GIAA Legal Counsel
Calvo Fisher & Jacob, LLP
Calvo Fisher & Jacob, LLP
Calvo Fisher & Jacob, LLP
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 Alcorn, the following resolution was unanimously passed:

Resolution No. 23-17

The Board hereby approves the agenda of the March 28, 2023 regular meeting, as presented.

3. APPROVAL OF MINUTES

A. January 26, 2023 - Regular Meeting

On motion duly made by Chairman Bamba, seconded by Vice Chairman Sobti, the following resolution was unanimously passed:

Resolution No. 23-18

The Board hereby approves the minutes of the January 26, 2023 regular meeting, subject to corrections.

4. CORRESPONDENCE

Executive Manager Quinata advised there was no Correspondence to report.

5. OLD BUSINESS

Executive Manager Quinata advised there was no Old Business to present to the Board.

6. NEW BUSINESS

A. Performance Review - Executive Manager (January 1, 2022 to December 31, 2022)

Executive Manager Quinata advised that Director Rosie Tainatongo will present the Performance Review of the Executive Manager. Director Tainatongo announced that the Board completed the required evaluation of the performance for Executive Manager, John M. Quinata, for the period of January 1, 2022 to December 31, 2022, adding that he received an "Excellent" rating review from the Board of Directors.

Chairman Bamba thanked Director Tainatongo and Secretary Weakley for their hard work on the coordination of the evaluation.

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

Resolution No. 23-19

The Board hereby approves the performance review of performance evaluation for Executive Manager, John M. Quinata for the period of January 1, 2022 to December 31, 2022. The Executive Manager's performance review was rated "Excellent".

Executive Manager Quinata took this time to thank Management and the employees of the Airport, and stated that the excellent performance rating is a reflection of their outstanding work twenty-four (24) hours a day, seven (7) days a week. The Board congratulated Executive Manager Quinata.

B. Board Resolution No. 23-21 – Bank Signatories

Deputy Executive Manager Hernandez presented a Board resolution to revise GIAA's Bank Signatories. Due to the retirement of former General Accounting Supervisor, Ms. Antoniette Bautista, the Airport has been moving quickly to fill that important position. The Airport has promoted Ms. Danielle Camacho to General Accounting Supervisor hired an additional General Accounting Supervisor, Ms. Debbie Ngata. With the new hire, a resolution designating authorized individuals to execute checks, drafts, or other orders for and on behalf of GIAA, is required.

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

Resolution No. 23-21

WHEREAS, the ANTONIO B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM ("GIAA") has several bank accounts and desires to designate the individuals authorized to execute checks, drafts, or other orders for and on behalf of GIAA.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of GIAA hereby designates two of the following individuals together to execute checks, drafts, or other orders for and on behalf of GIAA:

1. John M. Quinata, Executive Manager;
2. Artemio R. A. Hernandez, Deputy Executive Manager
3. Brian J. Bamba, Chairman of the Board;
4. Gurvinder Sobti, Vice Chairman of the Board;
5. Jean M. Arriola, Airport Services Manager
6. Danielle E. Camacho, General Accounting Supervisor
7. Debbie C. M. Ngata, General Accounting Supervisor

BE IT RESOLVED FURTHER, that one of the two signatories must include any one of the following: the Chairman, the Vice Chairman, the Executive Manager, the Deputy Executive Manager, General Accounting Supervisor D.E. Camacho or General Accounting Supervisor D.C.M. Ngata.

BE IT RESOLVED FURTHER, that the authority of the above-designated individuals to execute checks, drafts, or other orders for and on behalf of GIAA shall be limited only to authorized expenditures of GIAA and as is consistent with the execution of their respective duties, statutory or otherwise, as officers or directors of GIAA.

BE IT RESOLVED FURTHER, that the designation of the above-named individuals supersedes all prior designations by the Board of Directors of GIAA on file at all banking institutions at which GIAA maintains its accounts.

C. Approval of Legal Services Invoices No. 80864 and 80869

The next item discussed were invoices from Calvo Fisher & Jacob, LLP (CFJ) relative to legal services fees incurred in November 2022. Deputy Executive Manager Hernandez advised the Board that CFJ submitted invoices for general legal services relating to:

1. Invoice No. 80864: DFS Guam L.P. Arbitration Claim (\$20,353.32)
2. Invoice No. 80869: Bonds (\$19,219.80)

Both legal services invoices total an amount of \$39,573.12. Due to the referenced services exceeding CFJ's monthly cap of \$10,000.00, Board action is required to authorize the additional amount of \$29,573.12 above the cap.

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

Resolution No. 23-20

The Board hereby authorizes the Authority to issue payment to Calvo Fisher & Jacob, LLP for legal fees incurred in November 2022 pertaining to DFS Guam L.P. Arbitration Claim (Invoice No. 80864) and Bonds (Invoice No. 80869) that exceed the monthly cap of \$10,000.00 in the amount of \$29,573.12, a total invoice amount of \$39,573.12.

Vice Chairman Sobti requested that future invoices be brought to the Board for action in a more timely manner. Management acknowledged request.

D. Acceptance of FY22 Financial Audit Report - *TABLED*

Deputy Executive Manager Hernandez on behalf of Management requested that the Board table the discussion on the FY22 Financial Audit Report, due to a component of the audit report that is yet to be completed. Deputy Executive Manager Hernandez explained that the said component, the Other Post Employment Benefits ("OPEB") Audit, is completed by another agency, in turn impacting when GIAA may release the FY22 Financial Audit Report. Management has received a draft Financial Audit, pending the OPEB Audit. Deputy Executive Manager Hernandez assured the Board that Management has done its due diligence to insure

GIAA's reporting requirements are upheld, by notifying necessary entities of a request to extend, along with a notification of the inability to post GIAA's Financial Audit, as required. Chairman Bamba inquired on a possible date that this would be brought back to the Board. Deputy Executive Manager Hernandez advised as soon as possible.

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 flight operations, CIPs and Regulatory updates.

Brief discussion on flight activity and data and how it will assist in GIAA's effort with current legislations.

Chairman Bamba inquired on a current Master Plan update. Mr Frank Santos the last update was provided to the Stakeholders.

Brief discussion on upcoming Aerodrome Certification Conference. Mr. Juan S.A. Reyes, A.C.E., Air Terminal Manager replied that an agenda will be provided to the Board once finalized.

8. REPORT OF THE COMPTROLLER

Deputy Executive Manager Hernandez reported on the revenues and expenses of the Authority as of **February 28, 2023**. The Deputy Executive Manager reported that year-to-date Total Signatory Revenues are below budgeted revenues by **18.7%**, year-to-date Total Concession Revenues and Passenger Facility Charges are above and below budget by **2.6%** and **26.9%**, respectively. Year-to-date Total Other Revenues, inclusive of non-signatory and non-airline revenues are below the budget estimate by **22.0%**. Year-to-date Total Operating Revenues Actual of **\$23.5M** is **14.4%** below the budget estimate of **\$27.5M**. Year-to-date Total Operating Expenses are below budget by **5.2%**. Components of this line item include a **6.4%** decrease in Personnel Services, a **0.3%** decrease in Contractual Services, a **50.5%** decrease in Materials & Supplies, and a **57.5%** decrease in Equipment/Furnishings from budgeted amounts for these respective categories. The actual year-to-date Net Revenues from Operations of **\$5.3M** reflects a decrease of **36.0%** over the year-to-date budgeted amount of **\$8.2M**. The Deputy Executive Manager reported that the year-to-date Debt Service Coverage is at **2.23** versus the requirement of **1.25**.

Director Weakley inquired why the moving walkways in the concourse were not working. Deputy Executive Manager Hernandez advised that they are not working due to parts, maintenance, and cost control. Chairman Bamba asked that these be looked into.

Director Morato congratulated Management on a job well done with the recent Bond Trip. Chairman Bamba added that the change in out is an indication that things are improving and the Airport is headed in the right direction.

9. EXECUTIVE SESSION

Upon written recommendation of Calvo Fisher & Jacob, LLP, on motion duly made by Director Alcorn, seconded by Director Weakley, and unanimously approved, the Board recessed to convene into Executive Session at 4:03 p.m.

The Board convened into Executive Session at 4:05 p.m. to discuss DFS Guam L.P. related litigation to which GIAA is or may be a party. Attending Executive Session were Directors Bamba, Sobti, Weakley, Alcorn, Morato, Tainatongo, Executive Manager Quinata, and Legal Counsels, Janalynn Damian, Eduardo Calvo, and Genevieve Rapadas. Also present was the court reporter who will prepare a transcript of the Executive Session.

Due to a conflict of interest, Director Garcia did not participate in the Executive Session.

Executive Session adjourned at 4:58 p.m., at which time the Board returned to regular session.

10. PUBLIC COMMENTS

There were no Public Comments.

11. ADJOURNMENT

Motion to adjourn duly made by Vice Chairman Sobti, seconded by Director Tainatongo; motion unanimously passed. The meeting was adjourned at 4:59 p.m.

Dated this _____, day of _____, 2023.

Attest:

Brian J. Bamba
Chairman

Donald I. Weakley
Board Secretary

Prepared and Submitted By:

Amanda O'Brien
Corresponding Secretary



**ANTONIO B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM
BOARD OF DIRECTORS**

EXECUTIVE SUMMARY

INVITATION FOR BID

IFB NO. GIAA-001-FY23

GROUNDS MAINTENANCE SERVICES

April 27, 2023

Purpose

Board action is requested to approve the ranking results and award for Invitation for Bid (IFB) No. IFB-001-FY23 for Grounds Maintenance Services.

Background

Bids were solicited for the provision of grass cutting and maintenance services at the following GIAA designated service areas of the A.B. Won Pat International Airport, Guam's main terminal: Airport Operations (Secured Area), North Tiyan - Maga Haga Highway (Non-Secured Area), South Tiyan (Non-Secured Area), and Airport Industrial Park (Non-Secured Area). Bidders were invited to provide alternate bids on individual bid items (service areas) or a total combined bid of all service areas. The contract will be awarded to the responsible bidder(s) with the lowest total and responsive bid amounts. The contract term is for three (3) years with two (2) one-year option years, not to exceed five (5) years, to be exercised at the sole discretion of GIAA.

Procurement Background

The above referenced Invitation for Bid was publicly announced through the local newspaper on March 14, 21 and 24. The bid submission deadline was January 10, 2020 at 2:00 p.m. and bid opening took place at 2:15 p.m. the same day.

Eighteen (18) firms and/or individuals purchased or downloaded the bid package and three (3) firms submitted a bid prior to the bid submission deadline. The bids were opened publicly and read aloud by the Buyer Supervisor I, and recorded by a member of the Procurement staff.

The results of the bid price submittals are as follows in the order they were received and opened:

| Bidder: SHIBY Inc., dba Guahan Clean Master1 | | |
|---|--|---------------------|
| Service Area | Frequency of Services | Bid Amount |
| Airport Operations Area (Moving Area) | A) 12 months – 1 service per month | \$250,512.00 |
| | B) 6 months – 1 additional service per month (during rainy season) | \$110,520.00 |
| Total Area: +/- 307 acres | Total Bid Amount (A+B=C) | |
| | Total Cuts per year Total 18 | \$361,032.00 |

| Bidder: Proferre, Inc. | | |
|---|--|---------------------|
| Service Area | Frequency of Services | Bid Amount |
| Airport Operations Area (Secured Area) Total Area: +/- 307 acres | A) 12 months – 1 service per month | \$272,592.72 |
| | B) 6 months – 1 additional service per month (during rainy season) | \$136,296.36 |
| | Total Bid Amount (A+B=C) | |
| | Total Cuts per year Total 18 | \$408,889.00 |
| Bidder: Luis E. Bustamante dba JJ Global Services | | |
| Service Area | Frequency of Services | Bid Amount |
| Airport Operations Area (Secured Area) Total Area: +/- 307 acres | A) 12 months – 1 service per month | \$306,456.00 |
| | B) 6 months – 1 additional service per month (during rainy season) | \$153,228.00 |
| | Total Bid Amount (A+B=C) | |
| | Total Cuts per year Total 18 | \$459,684.00 |

The lowest Total Bid was submitted by SHIBY Inc., dba Guahan Clean Master1 in the amount of \$361,032.00 per year.

Legal Review

Upon Board approval, agreements will be forwarded to Legal Counsel for review and approval as to form.

Financial Review

The total contract award for this bid is \$361,032.00 per year for an initial term of one (1) year with three (3) one-year options to be exercised at the sole discretion of GIAA and subject to the availability of funds. Funding for this contract is available under the Properties & Facilities Division O&M Budget.

Recommendation

Management recommends the contract award in the amount of \$361,032.00 per year for the GIAA Airport Operations Area – Secured Area to SHIBY Inc., dba Guahan Clean Master1, who has been determined to have met the standards of responsibility and responsiveness outlined in the Guam Procurement Law and Regulations.

April 18, 2023

MEMORANDUM

TO: John M. Quinata
Executive Manager

VIA: Jean M. Arriola
Airport Services Manager

FROM: Buyer Supervisor I

SUBJECT: **BID EVALUATION AND RECOMMENDATION – INVITATION FOR BID**
IFB No. GIAA-001-FY23: GROUNDS MAINTENANCE SERVICES

Procurement Background

The above referenced Invitation for Bid was publicly announced through the local newspaper on March 14, 21 and 24, 2023. The bid submission deadline was March 31, 2023 at 2:00 p.m. and bid opening took place at 2:15 p.m. the same day.

Eighteen (18) firms and/or individuals purchased or downloaded the bid package and three (3) firms submitted a bid prior to the bid submission deadline. The bids were opened publicly and read aloud by the Buyer Supervisor I, and recorded by a member of the Procurement staff.

The results of the bid price submittals are as follows in the order they were received and opened:

| Bidder: SHIBY Inc., dba Guahan Clean Master1 | | |
|--|---|--------------|
| Service Area | Frequency of Services | Bid Amount |
| Airport Operations Area (Secured Area) | A) 12 months – 1 service per month | \$250,512.00 |
| | B) 6 months – 1 additional service per month (during rainy season) | \$110,520.00 |
| Total Area: +/- 307 acres | Total Bid Amount (A+B=C) | |
| | C) Total Cuts per year Total 18 | \$361,032.00 |

| Bidder: Proferre, Inc. | | |
|---|--|---------------------|
| Airport Operations Area (Secured Area) Total Area: +/- 307 acres | A) 12 months – 1 service per month | \$272,592.72 |
| | B) 6 months – 1 additional service per month (during rainy season) | \$136,296.36 |
| | Total Bid Amount (A+B=C) | |
| | C) Total Cuts per year Total 18 | \$408,889.00 |
| Bidder: Luis E. Bustamante dba JJ Global Services | | |
| Airport Operations Area (Secured Area) Total Area: +/- 307 acres | A) 12 months – 1 service per month | \$306,456.00 |
| | B) 6 months – 1 additional service per month (during rainy season) | \$153,228.00 |
| | Total Bid Amount (A+B=C) | |
| | C) Total Cuts per year Total 18 | \$459,684.00 |

Bid Analysis and Evaluation

Pursuant to Section 13 of the Instructions to Bidders, the contract is to be awarded as soon as possible to the responsible bidder with the lowest Total Bid Price and provided the bid is reasonable and is in the best interest of GIAA to accept it.

To determine the responsiveness of bidders, the bid package specified the required equipment, experience and required documents that bidders must submit with their bid packages.

The attached abstract illustrates the inventory of required documents and the bidder's submittal.

SHIBY, Inc. dba Guahan Clean Master1: The bidder submitted a copy of their applicable license. The Bidder's Qualification Statement form included a list of equipment and projects within the last five years similar to the services solicited with resumes attached. All other required documents were complete and in conformance with the Invitation for Bid. A site inspection was conducted for compliance with the minimum qualifications of the manpower, equipment, vehicles and materials. The bid was found to be responsive and bidder meets the standards of responsibility as set forth in the Procurement Law and Regulations.

Proferre, Inc.: The bidder submitted a copy of their applicable license. The Bidder's Qualification Statement form included a of list equipment and projects within the last five years similar to the services solicited with resumes attached. All other required documents were complete and in conformance with the Invitation for Bid. Their bid was found to be responsive and bidder meets the standards of responsibility as set forth in the Procurement Law and Regulations.

JJ Global Services: The bidder submitted a copy of their applicable license. The Bidder's Qualification Statement form included a list of equipment and projects within the last five years similar to the services solicited with resumes attached.

Upon further analysis, it was determined that the bidder failed to submit a copy of the Acknowledgement of Receipt forms pertaining to all issued addenda with their bid as instructed by the IFB. Bidder did acknowledge receipt of Addendum A and B via email correspondence dated March 28, 2023 and March 30, 2023. Said email correspondence indicating acknowledgement is included in the procurement record. All other required documents were complete and in conformance with the Invitation for Bid.

Recommendation

Therefore, pursuant to Section 13 of the Instruction to Bidders of the IFB, the award of contract will be awarded to the **lowest responsible, responsive bidder** who submitted the lowest total bid price, **SHIBY Inc., dba Guahan Clean Master1**. The lowest responsible, responsive bidder with a Total Bid Price of **\$361,032.00** per year to service GIAA's Airport Operations Area – Movement Areas. The contract term is for an initial term of one (1) year and may be renewed at GIAA's sole option, not to exceed the total contract term of three (3) years.

Should you have any questions or concerns, I am available at your convenience.



Jenielle P. Meno

APPROVED:






JOHN M. QUINATA
EXECUTIVE MANAGER

Attachment

cc: Admin / Procurement / Marketing

[illegible]

| Invitation for Bid: GIAA-001-FY23 IFB Name: GROUNDS MAINTENANCE SERVICES DESCRIPTION OF SUPPLIES OR SERVICES: Grounds Maintenance Services for Area 1 - Moving Area | |  Antonio B. Won Pat International Airport Authority, Guam BID ABSTRACT DETERMINATION FOR BIDDER'S RESPONSIVENESS/RESPONSIBILITY | | | | | Bid Submission Deadline: 31-Mar-23 Opening Time: 2:15 PM | | Page 2 of 2 pages No. of Packages Issued: 18 No. of Bids Received: 3 | | |
|--|---|---|--|--|--|---------------------|--|--|--|--|---|
| | BIDDER'S NAME | Local Procurement Preference Application | Service-Disabled Veteran Owned Business Application | Women- Owned Business Application | Contract (EXECUTED) | Applicable Licenses | Special Reminder to Prospective Bidders | Acknowledgement of Receipt Form (IFB) | Acknowledgement of Receipt Form (Addendum A) | Acknowledgement of Receipt Form (Addendum B) | Bidder's Qualification Statement |
| 1 | SHIBY Inc., dba Guahan Clean Master1 | X | X | X | X | X | X | X | X | X | <input type="checkbox"/> MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE DID NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED |
| 2 | Proferre, Inc. | X | X | X | X | X | X | X | X | X | <input type="checkbox"/> MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE DID NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED |
| 3 | Luis E. Bustamante dba JJ Global Services | X | X | X | X | X | X | X | | | <input type="checkbox"/> MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE DID NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED |
| 4 | | | | | | | | | | | <input type="checkbox"/> MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE DID NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED |
| 5 | | | | | | | | | | | <input type="checkbox"/> MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE DID NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED |
| 6 | | | | | | | | | | | <input type="checkbox"/> MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE DID NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED |
| 7 | | | | | | | | | | | <input type="checkbox"/> MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE DID NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED |
| 8 | | | | | | | | | | | <input type="checkbox"/> MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE DID NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED |
| 9 | | | | | | | | | | | <input type="checkbox"/> MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE DID NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED |
| 10 | | | | | | | | | | | <input type="checkbox"/> MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE DID NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED |
| I hereby certify that all bids received in response to this invitation were opened under my personal supervision, and that the names of all bidders have been entered hereon. | | | | | | | | | | | |
|  SIGNATURE Jenielle Meno, Buyer Supervisor I | | | | |  SIGNATURE Franklin L. Taitano, Buyer II | | | | | | |

AFFIDAVIT DISCLOSING OWNERSHIP and COMMISSIONS

CITY OF Deededo,
Guam U.S.A. ss.

A. I, the undersigned, being first duly sworn, depose and say that I am an authorized representative of the offeror and that *[please check only one]*:

☐ The offeror is an individual or sole proprietor and owns the entire (100%) interest in the offering business.

☒ The offeror is a corporation, partnership, joint venture, or association known as *[please state name of offeror company]*, and the persons, companies, partners, or joint venturers who have held more than 10% of the shares or interest in the offering business during the 365 days immediately preceding the submission date of the proposal are as follows *[if none, please so state]*:

| Name | Address | % of Interest |
|------------------|--------------------|---------------|
| ROWENA S. THOMAS | P.O BOX 9306 | 100% |
| | DEDEDO, GUAM 96929 | |
| | | |

B. Further, I say that the persons who have received or are entitled to receive a commission, gratuity or other compensation for procuring or assisting in obtaining business related to the bid or proposal for which this affidavit is submitted are as follows *[if none, please so state]*:

| Name | Address | Compensation |
|------|---------|--------------|
| N/A | N/A | N/A |
| | | |
| | | |

C. If the ownership of the offering business should change between the time this affidavit is made and the time an award is made or a contract is entered into, then I promise personally to update the disclosure required by 5 GCA §5233 by delivering another affidavit to the government.

Signature of one of the following:

Offeror, if the bidder is an individual:
 Partner, if the offeror is a partnership;
 Officer, if the offeror is a corporation.

Subscribed and sworn to before me this 30th
 day of March, 2023.

NOTARY PUBLIC

My commission expires Jan. 12, 2025.

CRISTINE ANN B. ASANOMA
 NOTARY PUBLIC
 In and for Guam, U.S.A.
 My Commission Expires: JAN. 12, 2025
 P.O. Box 2888 Hagatna, Guam 96932

**THIS AFFIDAVIT MUST BE COMPLETED AND
 RETURNED IN THE ENVELOPE CONTAINING THE BID**



**ANTONIO B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM
BOARD OF DIRECTORS**

EXECUTIVE SUMMARY

**REQUEST FOR PROPOSALS
RFP NO. RFP-002-FY23**

RISK MANAGEMENT AND INSURANCE CONSULTING SERVICES

April 27, 2023

Purpose

Board action is requested to approve the ranking results and award for Request for Proposals (RFP) No. RFP-002-FY23 for Risk Management and Insurance Consulting Services.

Background

The referenced Request for Proposals (RFP) solicits interest from qualified firm(s) and/or individual(s) to advise and assist GIAA with regard to its risk management and insurance programs. The selected firm shall analyze GIAA's risk profile and provide a survey program identifying all risk areas of interest and providing a balanced view of all relevant threats together with associated mitigating features and strategies, among other tasks as outlined in the preliminary scope of services in the RFP.

Procurement Background

The advertisement for this RFP was published in local newspapers on March 30, April 3, 7 and 18, 2023. The deadline to submit proposals was established for April 24, 2023, at 4:00 p.m.

A total of seven (7) firms and/or individuals downloaded the RFP package, and one (1) firm submitted a proposal before the submission deadline.

Proposal Evaluation and Selection

The proposal was reviewed to determine responsiveness, that is, whether or not the offeror submitted all documents required by the RFP. The sole offeror submitted the required documents and was determined to be responsive as outlined in the Guam Procurement Law & Regulations, subject to the following:

Offeror A:

Offeror A's proposal was deemed to be responsive based on the submittal of all required documentation set forth in the RFP.

The Evaluation Committee appointed by the Executive Manager completed their evaluations of the proposal. As a result of the evaluations, it is determined that Offeror A, the sole offeror, was deemed as a responsive firm to perform the required services in accordance with the criteria set forth in the RFP. The score sheets were gathered and tabulated by the Procurement Office.

Executive Summary

Request for Proposal No. RFP-002-FY23

Risk Management and Insurance Consulting Services

Page 2 of 2

Legal Review

Upon Board approval, agreements will be forwarded to Legal Counsel for review and approval as to form. The term of each agreement is for a period of three (3) years with two (2) one-year options to extend at the sole discretion of GIAA, subject to the availability of funding.

Financial Review

The *Risk Management and Insurance Consulting Services* will be funded under the O&M Budget.

Recommendation

I recommend that the Board approve the ranking results and the contract award to **Offeror A** for Risk Management and Insurance Consulting Services, subject to negotiation of fair and reasonable fees to be submitted at a time and in a format determined by GIAA.

April 26, 2023

MEMORANDUM

TO: JOHN M. QUINATA
EXECUTIVE MANAGER

VIA: JEAN M. ARRIOLA
AIRPORT SERVICES MANAGER

FROM: **BUYER SUPERVISOR I**

SUBJECT: **EVALUATION AND RECOMMENDATION - REQUEST FOR PROPOSALS (RFP)**
RFP-002-FY23, RISK MANAGEMENT AND INSURANCE CONSULTING SERVICES

The referenced Request for Proposals (RFP) solicits interest from qualified firm(s) and/or individual(s) to advise and assist GIAA with regard to its risk management and insurance programs. The selected firm shall analyze GIAA's risk profile and provide a survey program identifying all risk areas of interest and providing a balanced view of all relevant threats together with associated mitigating features and strategies, among other tasks as outlined in the preliminary scope of services in the RFP.

The advertisement for this RFP was published in the local newspaper on March 30, April 3, 7 and 18, 2023. The deadline to submit the proposals was on April 24, 2023. A total of seven (7) firms and/or individuals downloaded the RFP package, and one (1) firm submitted a proposal before the submission deadline.

Proposal Review for Responsiveness

The proposal was reviewed to determine responsiveness, that is, whether or not the offeror submitted all documents required by the RFP. The sole offeror submitted the required documents and was determined to be responsive as outlined in the Guam Procurement Law & Regulations as follows:

Offeror A:

Offeror A submitted all required documents set forth in the RFP.

Evaluation and Selection

Pursuant to Section 8: Selection of Best Qualified Offeror and Proposal of Basic Information of the RFP documents, after receipt of the proposal, the GIAA Evaluation Committee conducted an independent evaluation for the purpose of selecting the most responsive and responsible offeror based on the evaluation criteria set forth in the RFP. Hence, the sole proposal received was evaluated and found to be responsive.

The committee appointed by the Executive Manager to evaluate the proposals included the following:

The committee appointed by the Executive Manager to evaluate the proposals included the following:

1. Debbie C.M. Ngata, General Accounting Supervisor
2. Audie J. Artero, Engineer Supervisor
3. Rolenda L. Faasualie, Airport Marketing Manager
4. Vanessa L. Pangindian, Management Analyst IV

The committee completed their evaluation, and the scores were tabulated as reflected on the attached summary worksheet.

Attached for your reference is the summary of the committee's evaluation scores based on the evaluation criteria set forth in the RFP.

Recommendation

Offeror A is deemed to have met the standards of responsiveness as outlined in the Guam Procurement Law & Regulations. Therefore, it is recommended to approve the ranking results and the contract award to **Offeror A** for Risk Management and Insurance Consulting Services, subject to negotiation of fair and reasonable fees. The term of the contract to be awarded is for a period of three (3) years, with two (2) one-year options to extend at the sole discretion of GIAA, subject to the availability of funding.

Should you have any questions or would like to discuss this matter further, I am available at your request.



JENIELLE P. MENO

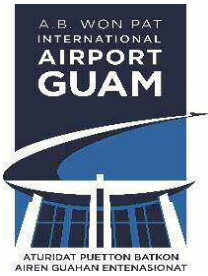
APPROVED:



JOHN M. QUINATA
Executive Manager

Attachments

cc: Evaluation Committee
Procurement File



**Antonio B. Won Pat International Airport Authority, Guam
Evaluation Score Tally Sheet**

RFP NO. RFP-002-FY23

RISK MANAGEMENT AND INSURANCE CONSULTING SERVICES

| OFFEROR DESIGNATION | Evaluator 1 | | Evaluator 2 | | Evaluator 3 | | Evaluator 4 | | Final Ranking |
|---------------------|-------------|------|-------------|------|-------------|------|-------------|------|---------------|
| | Score | Rank | Score | Rank | Score | Rank | Score | Rank | |
| OFFEROR A | 90 | 1 | 90 | 1 | 82 | 1 | 96 | 1 | 1 |

| Evaluators: |
|--|
| No. 1: Debbie C.M. Ngata, General Accounting Supervisor |
| No. 2: Audie J. Artero, Engineer Supervisor |
| No. 3: Rolenda L. Faasuamalie, Airport Marketing Administrator |
| No. 4: Vanessa L. Pangidian, Management Analyst III |



**ANTONIO B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM
BOARD OF DIRECTORS**

EXECUTIVE SUMMARY

CIP Contract Modification – Cooling Tower Upgrades

April 27, 2023

Purpose

To request the GIAA Board of Directors approval and authorization to execute a work order with Johnson Controls, Inc (JCI) under their Energy Services Contract/Preventive Services Agreement. The scope of work is 2 -prong. 1. The permanent upgrade and replacement of the 4 cooling towers serving the terminal facility. 2. The provision of temporary mobile chillers to improve the building temperature and air circulation. At this time, we plan for temporary measure for a minimum of two months.

Background

The overall main terminal air conditioning system primarily consists of two major facets as a water-cooled HVAC system--four independent chillers and four water cooling towers. The system relies on the cooling towers to supply the cooled water to the chillers. In turn, the chillers distribute the cooling air throughout the terminal. The current cooling tower water exceeds specified water temperature ranges and thus, warmer temperatures throughout the main terminal and working less efficient.

The current condition of the cooling towers is functioning near 60% efficiency and normal operating level is at least 80% per cooling tower. The Cooling Tower upgrades are needed to reset system to required parameters while providing an increase to the cooling tower life cycle.

To date, GIAA is actively providing different temporary methods throughout key terminal areas with a final phase of a temp chiller system work by the end of next week. For the permanent way ahead, GIAA has nearly completed the chiller portion repairs and upgrades via existing service agreements. Therefore, the timing for the four cooling tower construction upgrades aligns with the next phasing of services in order to balance the overall HVAC system.

Work Order Cost Summary

| | |
|--|-----------|
| 1. Cooling Towers, 2ea Manufactured and Ocean Freight 3 – 4 months Completion | \$185,000 |
| 2. Cooling Towers, 2 each, Expedited Supply Less than 2 months completion | \$285,000 |
| 3. Air Freight Allowance for Expedited Supply | \$ 50,000 |
| 4. Temporary Chillers (200 ton and 100 ton) Includes mobilization, install, connections 2 month rental | \$268,440 |
| 5. TOTAL | \$788,440 |

Executive Summary

RFP No. RFP-001-FY23, Air Service Development

Page 2 of 2

Technical Review

There will be no conflict between any ongoing work, temporary units and permanent upgrades.

Financial Review

Capital expenditures to be sourced from revenue and reserve accounts.

Recommendation

Management recommends approval of our foregoing request which will be designated as Work Order JCI-05-FY23 with a not to exceed amount of \$788,440.

**ANTONIO B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM
BOARD OF DIRECTORS**

**EXECUTIVE SUMMARY
COMPENSATION MODEL MAINTENANCE
April 27, 2023**

PURPOSE

Board action is requested to approve an update to the Authority's Pay Schedule and associated implementation ranges including a structural adjustment to the recommended market percentile using the 2022 market data.

BACKGROUND

The enactment of Public Law 29-24 on October 24, 2007 mandated the Antonio B. Won Pat International Airport Authority (GIAA) to establish market based **pay scales** for *Certified, Technical, and Professional (CTP) personnel*. The mandate further directed the GIAA to promulgate personnel rules and regulations governing selection, compensation, promotion, performance evaluations, disciplinary action and other terms and condition of employment of personnel occupying aviation-related positions unique to Airport operations and certified technical and professional positions. P. L. 29-24 was a result of concerns that the Authority was having difficulty with the recruitment and retention of skilled personnel it needed to sustain an efficient operations and maintenance of the airport.

In May 2013, the GIAA Board passed a resolution to make a structural adjustment in pay to the 20th market percentile based on 2012 market data, effective October 1, 2012. Market reviews were subsequently conducted in 2017 and 2019. At its regular board meeting in April 2019, management submitted for board action to adopt the new pay schedule and associated implementation ranges including a structural adjustment to the proposed 20th market percentile based on 2017 market data. It was decided that this would be discussed at a later time.

More recently, GIAA engaged with Alan Searle and Associates to conduct a study based on the 2022 market data (see attached). Structural adjustment to the current market percentile (2022 market data) is recommended to ensure the Authority remains competitive in the market place at U.S. Airports. With no structural adjustments having been made for over more than ten (10) years, this endorsement will continue to aid both the attraction and retention of employees.

LEGAL REVIEW

The authority to establish a pay scale for GIAA Employees is contained in the CTP Rules and Regulations §4.102.

FINANCIAL REVIEW

There are three (3) options under consideration today, all of which incorporate the structural pay adjustment utilizing the updated 2022 market data at the 15th, 20th, and 25th percentile.

The annual base salary upward adjustment to migrate the Authority to the **15th market percentile** (using 2022 market data) is estimated to be \$1,107,187 (Non-LEO \$600,666 and LEO \$506,521). Total annual benefits are estimated to be an additional \$387,515 (Non-LEO \$210,233 and LEO \$177,282). Total estimated annual cost is \$1,494,702.

The annual base salary upward adjustment to migrate the Authority to the **20th market percentile** (using 2022 market data) is estimated to be \$1,366,527 (Non-LEO \$733,424 and LEO \$633,103). Total annual benefits are estimated to be an additional \$478,284 (Non-LEO \$256,698 and LEO \$221,586). Total estimated annual cost is \$1,844,811.

The annual base salary upward adjustment to migrate the Authority to the **25th market percentile** (using 2022 market data) is estimated to be \$1,651,336 (Non-LEO \$876,816 and LEO \$774,520). Total annual benefits are estimated to be an additional \$577,967 (Non-LEO \$306,885 and LEO \$271,802). Total estimated annual cost is \$2,229,303.

Because the GIAA is currently conducting its FY 2024 budget process, management will be able to determine the viability and timing of implementation during FY 2024.

RECOMMENDATION

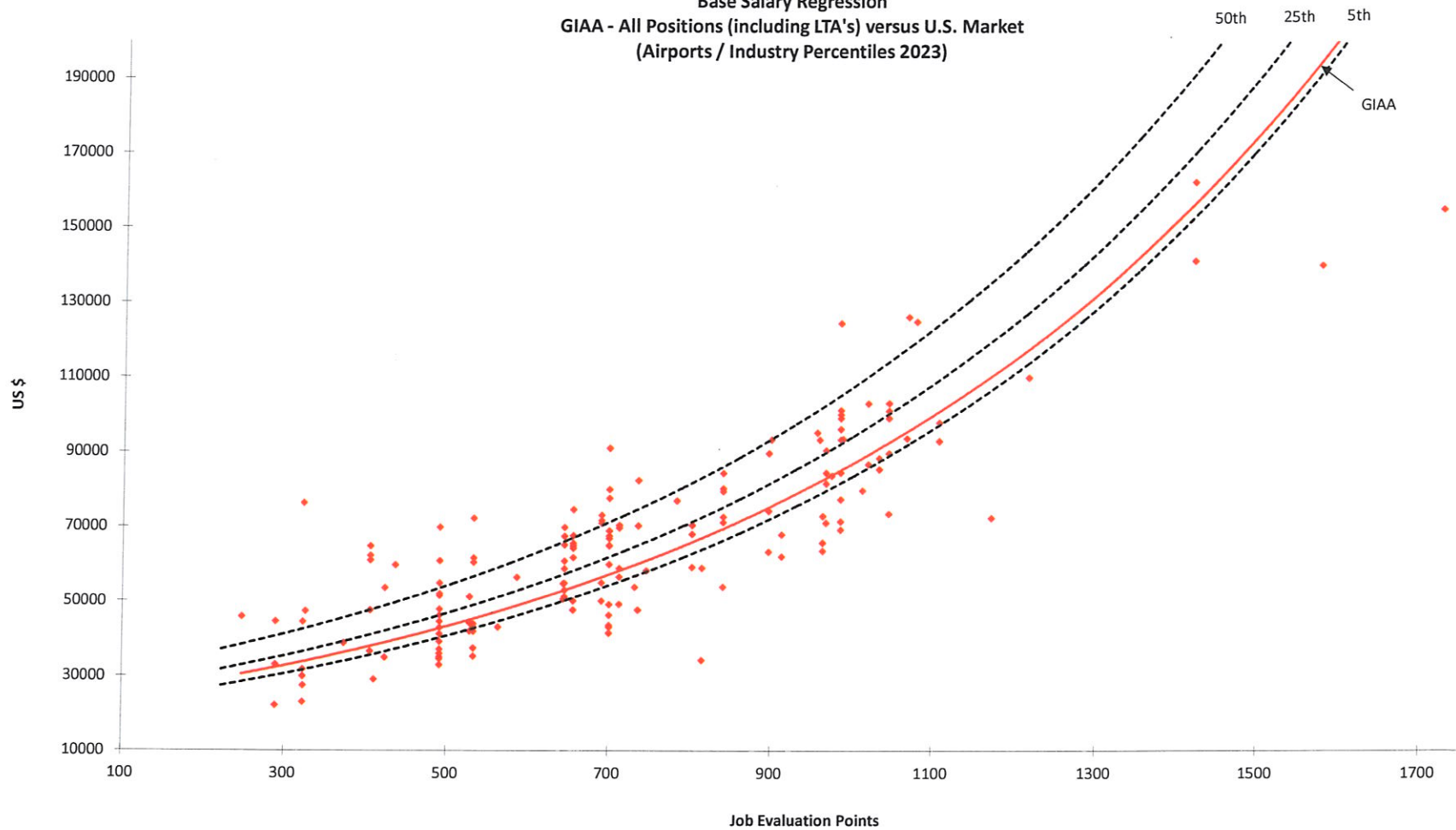
It is important that the Authority continue its drive to be externally competitive in the marketplace. The Authority must look to continue to make regular labor market updates and structural adjustments in salary. The Authority's ability to remain competitive in its recruitment and retention strategy will be critical to meeting the future growth of the Airport.



The following is recommended for approval by the GIAA Board:

1. Approval of the structural pay adjustment and implementation of the at the 20th market percentile based on the 2022 market data for non-law enforcement and ARFF positions, effective on or after October 1, 2023, and subject to funding availability.
2. Approval of the structural pay adjustment and implementation at the 20th market percentile based on the 2022 market data for law enforcement and ARFF positions, on or after October 1, 2023, subject to funding availability and subject to any required legislative requirements, if any.

APPENDIX A

Base Salary Regression
GIAA - All Positions (including LTA's) versus U.S. Market
(Airports / Industry Percentiles 2023)



-  A.B. Won Pat International Airport (GIAA) - solid red line & red spots for individual employees
-  U.S. Market (5th, 25th and 50th airports / industry percentiles 2023 - dashed black lines)

APPENDIX B
Cost in migrating GIAA to the 15th Market Percentile (2022 Market Data)
Staffing Pattern : April 2023

| Employee Group | Employees above or below 15th Market Percentile Regression Line | Number of Employeeess (No) | Percentage of Employees (%) | Estimated Additional Cost Required (\$) |
|---|--|-------------------------------------|--------------------------------------|---|
| Current Employees (excluding ARFF & Airport Police) | < 15th Mkt Percentile | 57 | 24.9 | 565,629 |
| | > 15th Mkt Percentile | 66 | 28.8 | 35,037 |
| Current Employees - ARFF & Airport Police (including LTA's) | < 15th Mkt Percentile | 65 | 28.4 | 488,791 |
| | > 15th Mkt Percentile | 41 | 17.9 | 17,730 |
| | | 229 | 100.0 | 1,107,187 |

| Employee Group | Base Salary | Estimated Benefit Cost based on 35% of Total Compensation | Estimated Total Compensation |
|---|----------------|--|------------------------------------|
| Current Employees (including LTA's) | 13,660,043 | 7,355,408 | 21,015,451 |
| Transition cost to 15th Market Percentile | 1,107,187 | 596,178 | 1,703,365 |
| Total | 14,767,230 | 7,951,585 | 22,718,815 |

APPENDIX C
Cost in migrating GIAA to the 20th Market Percentile (2022 Market Data)
Staffing Pattern : April 2023

| Employee Group | Employees above or below 20th Market Percentile Regression Line | Number of Employees (No) | Percentage of Employees (%) | Estimated Additional Cost Required (\$) |
|---|--|-----------------------------------|--------------------------------------|---|
| Current Employees (excluding ARFF & Airport Police) | < 20th Mkt Percentile | 61 | 26.6 | 700,596 |
| | > 20th Mkt Percentile | 62 | 27.1 | 32,828 |
| Current Employees - ARFF & Airport Police (including LTA's) | < 20th Mkt Percentile | 78 | 34.1 | 620,558 |
| | > 20th Mkt Percentile | 28 | 12.2 | 12,545 |
| | | 229 | 100.0 | 1,366,527 |

| Employee Group | Base Salary | Estimated Benefit Cost based on 35% of Total Compensation | Estimated Total Compensation |
|---|----------------|--|------------------------------------|
| Current Employees (including LTA's) | 13,660,043 | 7,355,408 | 21,015,451 |
| Transition cost to 20th Market Percentile | 1,366,527 | 735,822 | 2,102,349 |
| Total | 15,026,570 | 8,091,230 | 23,117,800 |

APPENDIX D
Cost in migrating GIAA to the 25th Market Percentile (2022 Market Data)
Staffing Pattern : April 2023

| Employee Group | Employees above or below 25th Market Percentile Regression Line | Number of Employeeess (No) | Percentage of Employees (%) | Estimated Additional Cost Required (\$) |
|---|--|-------------------------------------|--------------------------------------|---|
| Current Employees (excluding ARFF & Airport Police) | < 25th Mkt Percentile | 66 | 28.8 | 846,330 |
| | > 25th Mkt Percentile | 57 | 24.9 | 30,486 |
| Current Employees - ARFF & Airport Police (including LTA's) | < 25th Mkt Percentile | 84 | 36.7 | 764,653 |
| | > 25th Mkt Percentile | 22 | 9.6 | 9,867 |
| | | 229 | 100.0 | 1,651,336 |

| Employee Group | Base Salary | Estimated Benefit Cost based on 35% of Total Compensation | Estimated Total Compensation |
|---|----------------|--|------------------------------------|
| Current Employees (including LTA's) | 13,660,043 | 7,355,408 | 21,015,451 |
| Transition cost to 25th Market Percentile | 1,651,336 | 889,181 | 2,540,517 |
| Total | 15,311,379 | 8,244,589 | 23,555,968 |

EXECUTIVE MANAGER'S REPORT

GIAA BOARD OF DIRECTORS MEETING

April 27, 2023

AIRLINE UPDATES

May 2023 Passenger Flight Schedule

| AIRLINE | ROUTE | FLIGHT NUMBER | OPERATING DAYS (Originating from Guam) |
|-----------------|-------|----------------------------|---|
| United Airlines | HNL | UA200 | Daily |
| | | UA196 | Daily |
| | | UA873 | Daily |
| | | UA864 | Daily |
| | SPN | UA828 | Tue, Thurs, Sat, Sun |
| | | UA174 | Daily |
| | | UA183 | Daily |
| | KIX | UA151 | Daily |
| | | UA177 | Tues, Thurs., Sat |
| | FUK | UA165 | Daily |
| | | UA137 | Daily |
| | NGO | UA171 | Daily |
| | | UA157 | Mon, Thurs, Sun |
| | ROR | UA193 | Tue, Fri |
| | | UA133 | Wednesday |
| Japan Airlines | NRT | UA155 | Mon, Fri |
| | | UA176 | Saturday |
| | | UA185 | Tuesdays |
| Korean Air | ICN | KE422 | Daily |
| | | KE424 | Daily |
| China Airlines | TPE | Suspended through May 2023 | |

| AIRLINE | ROUTE | FLIGHT NUMBER | OPERATING DAYS (Originating from Guam) |
|---------------------|-------|--------------------------------|---|
| Jeju Airlines | ICN | 7C3101 | Daily |
| | | 7C3105 | Daily |
| | | 7C3153 | Daily |
| | | 7C1181 | Daily |
| Air Seoul | ICN | Suspended through May 2023 | |
| | | RS104 | |
| Air Busan | PUS | Suspended through May 2023 | |
| | | BX613 | |
| Jin Air | ICN | LJ642 | Daily |
| | | LJ644 | Daily |
| | | LJ648 | Daily |
| Philippine Airlines | MNL | PR111 | Daily |
| T'Way Airlines | ICN | TW302 | Daily |
| Star Marianas | ROP | **3401 | Mon, Tue, Wed, Thur, Fri |
| | | | |
| Starlux Airlines | TPE | May 7, 11, 15, 19, 23, 27 & 31 | |
| | | JX8071 | |

Air Service Changes (May 2023 vs. April 2023)

Jin Air increases PUS from 4x weekly to daily operations

Jeju Air increases PUS from 4x weekly to daily operations

Starlux Airlines scheduled for 7 TPE charters in May, 2023

Japan Airlines pilot training on its B737-800 scheduled for May 16-26, 2023.

Maranas Southern Airways pulls out of the Marianas effective April 1, 2023

China Airlines, Air Seoul and Air Busan continues suspension throughout May

Air Service Snapshot:

| | PRE-COVID May 2019 | October 2022 | November 2022 | December 2022 | January 2023 | February 2023 | March 2023 | April 2023 | May 2023 | Percentage Below Pre-Pandemic |
|---------------------------------|-----------------------|-----------------|------------------|------------------|-----------------|------------------|---------------|---------------|-------------|----------------------------------|
| Monthly Flights | 896 | 506 | 510 | 542 | 625 | 525 | 695 | 846 | 760 | 85% |
| Monthly Seat Capacity | 165,654 | 102,919 | 85,898 | 92,460 | 105,854 | 94,167 | 112,091 | 132,699 | 137,309 | 83% |
| # of Destinations Served | 17 | 15 | 14 | 14 | 15 | 14 | 15 | 16 | 16 | - |
| # of Airlines Operating | 10 | 11 | 11 | 8 | 10 | 9 | 10 | 10 | 10 | - |
| Monthly Enplaned Passengers (*) | 149,377 | *50,610 | *51,368 | *75,435 | *79,100 | *73,377 | *87,146 | - | - | **78% |

* Unaudited - Signatory Carriers Only

** March 2023 Enplanements to Available Seat Inventory

EXECUTIVE MANAGER'S REPORT

GIAA BOARD OF DIRECTORS MEETING

April 27, 2023

REGULATORY UPDATES

FAR PART 139 CERTIFICATION INSPECTION

GIAA'S Annual FAR Part 139 Certification followed on the heels of the Aerodrome Workshop with guest observers from regional Civil Aviation Authorities, regional island airports – Pohnpei, Kosrae, Chuuk and Marshall Islands - shadowing FAA inspector Will Brown on his comprehensive review of regulatory requirements at GUM from April 24-28, 2023. Earlier today, Mr. Brown held an official out brief with the GIAA team and a Shadowing Team Debrief with our guest observers.

FAA Airport Nondiscrimination/Title VI Compliance Review

The FAA Office of Civil Rights had selected GIAA for a review of compliance with Title VI of the Civil Rights Act, and implementation of regulations under 49 CFR part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation Effectuation of Title VI. Preliminary information was provided to the FAA Office of Civil Rights, and formal review of compliance and implementation took place on April 25 and 26, 2023. GIAA Title VI training was also provided by the FAA Office of Civil Rights to a mix of GIAA employees from all divisions. Overall, FAA has approved of the corrective actions to be taken on findings and completed within the first week of May 2023.

USCBP Updated Form (I-736)

USCBP has issued notice of issuance of updated I-736 Forms (Guam-CNMI Visa Waiver Form) to our operating airlines and provided official versions in English and our market languages. Effective June 1, 2023, the older version will not be accepted for entry. We are in communications with GVB to ensure travel and tour agents in our source markets are aware of the new form and effective date.

FINANCE

Fiscal Year 2022 Audit

GIAA's FY 2022 financial audit is nearing completion, pending the results of the Department of Administration contractor's audit of GovGuam's Other Post-Employment Benefits (OPEB), and will be presented to the Board upon completion.

Fiscal Year 2024 Budget preparation is underway with divisions going through the first rounds of the budget review.

PROCUREMENT:

IFB: GIAA Terminal Aircraft Apron & Taxiway Rehabilitation - Construction

| | |
|--|--------------------------|
| Announced: | April 20, 2023 |
| Pre-Bid Conference/Site Inspection: | April 28, 2023 @ 10:00am |
| Deadline for Receipt of Written Questions: | May 1, 2023 @ 5:00pm |
| Bid Submission Deadline: | May 18, 2023 @ 2:00pm |

EXECUTIVE MANAGER'S REPORT

GIAA BOARD OF DIRECTORS MEETING

April 27, 2023

ANNOUNCEMENTS

- **United Airlines- Celebrating 55 years servicing Guam and Micronesia**

United Airlines will be celebrating 55 years servicing Guam and Micronesia. The United-Continental merger combined the operations of Continental Micronesia and United Airlines, in 2010, with the paper merger effective in April of 2017. The predecessor of Continental Micronesia, "Air Micronesia" started Guam service on May 17, 1968 with a B727-100 jetliner.

- **Island Youth Leadership Day**

The Airport is excited to showcase this year's participants in Island Youth Leadership Day. Today, our future leaders' schedules were filled with tours of our facilities and office time with Division Heads to provide an overview of airport operations and job opportunities at the Airport. I'd like to ask our student leaders to introduce themselves to the Board, stating their names and schools.... Thank you to our student leaders for their participation in Island Youth Leadership Day at the Airport

- **2023 Aerodrome Certification Workshop**

The 2023 Aerodrome Certification Workshop hosted by the Guam International Airport held April 18-21, 2023 at the Westin. It was a very successful event that drew prestigious participants from the FAA, ACI, ICAO, FEMA, USDA, DHS JRM and regional aviation transportation ministers and airport managers from the CNMI, Palau, Pohnpei, Yap, Chuuk, Kosrae, the Marshall Islands and American Samoa. Best practices, regulatory requirements, and recovery challenges were highlighted over 4 days of interaction and networking. This year's Aerodrome Certification Workshop theme - "Recovery, Resilience and Revitalization" is a renewal of the annual workshop last held in 2019 in the Republic of Palau after temporary suspension as a result the global pandemic. The Commonwealth of the Northern Marianas Ports Authority has been selected as the host of the 2024 Aerodrome Certification Workshop. The Guam International Airport Authority thanks all our sponsors, presenters, participants and workshop planners who all contributed to the success of the conference and the valuable connections made and strengthened amongst regional aviation players.

- **Specialized Security and Safety Training** continually enhances the skills of our Airport Police Unit
 - Airport Police Officers I, Tiana Perez and Jonathon Onedera completed **Tactical Medical Training** conducted by Alcohol, Tobacco and Firefighting Unit on April 18, 2023.
 - Airport Police also received **Family violence and Criminal Sexual Conduct training** from GPD, VARO and DART, on April 19, 2023.

April 25, 2023

MEMORANDUM

To: Mr. Brian Bamba
Chairman
GIAA Board of Directors

From: Danielle E. Camacho *dec*
General Accounting Supervisor

Subject: Operating Results – Revenues and Expenses as of March 31, 2023

Attached herewith is GIAA's Operating Results Report for the month ending March 31, 2023. This report summarizes the Budgeted versus Actual Revenues and Expenses for the month and year-to-date results ended March 31, 2023.

The key operating results for 6 month(s) of FY2023 ending March 31, 2023 – (in \$000's) are

| CATEGORY | Actual FY23 Current Month | YEAR-TO-DATE | | | FORECAST FOR FULL YEAR- FY23 | |
|--|------------------------------------|-------------------------|-------------------------|------------------------------------|---------------------------------|------------------------------------|
| | | Budget FY23 Y-T-D | Actual FY23 Y-T-D | % Variance Budget vs. Actual | Actual | % Variance Budget vs. Actual |
| | | | | Y-T-D Current Month | | |
| Total Signatory Revenues | \$ 2,293.6 | \$ 14,424.9 | \$ 12,106.3 | -16.1% | \$ 29,891.5 | -7.2% |
| Total Concession Revenues | \$ 1,540.0 | \$ 8,726.5 | \$ 8,984.5 | 3.0% | \$ 17,890.7 | 1.5% |
| Total PFC's | \$ 298.8 | \$ 2,078.0 | \$ 1,598.2 | -23.1% | \$ 4,270.9 | -10.1% |
| Total Other Revenues | \$ 1,067.8 | \$ 7,266.7 | \$ 6,437.8 | -11.4% | \$ 14,358.7 | -5.5% |
| Total Operating Revenues | \$ 5,200.1 | \$ 32,496.1 | \$ 29,126.8 | -10.4% | \$ 66,411.8 | -4.8% |
| Total Operating Expenses | \$ 3,773.2 | \$ 24,778.3 | \$ 22,022.8 | -11.1% | \$ 47,936.1 | -5.4% |
| Net Revenues from Operations | \$ 1,426.8 | \$ 7,717.8 | \$ 7,104.1 | -8.0% | \$ 18,475.7 | -3.2% |
| Non-Operating Expenses | \$ 75.4 | \$ 400.0 | \$ 452.5 | 13.1% | \$ 852.5 | 6.6% |
| Other Available Moneys/Other Sources of Funds | \$ 468.2 | \$ 1,209.3 | \$ 3,484.7 | 188.2% | \$ 4,694.0 | 94.1% |
| Net Debt Service Coverage | 2.87 | 2.19 | 2.64 | 20.8% | 2.87 | 8.6% |

Year-to-date Total Signatory Revenues for the month ending March 31, 2023 are below Budgeted revenues by **16.1%**. Signatory revenue estimates are based on projections submitted by Signatory airlines and adopted in the annual budget.

Year-to-date Total Concession Revenues are **3.0%** above budget while Passenger Facility Charges are below the budget estimate by **23.1%**.

Year-to-date Total Other Revenues, inclusive of non-signatory and non-airlines revenues, are below the budget estimate by **11.4%**.

Year-to-date Total Operating Revenues actual of **\$29.1M** is **10.4%** below the budget estimate of **\$32.5M**.

Year-to-date Total Operating Expenses are below budget by **11.1%**. Components of this line item include a **12.5%** decrease in Personnel Service, a **4.8%** decrease in Contractual Services, a **47.9%** decrease in Materials & Supplies and a **79.7%** decrease in Equipment/Furnishings from budgeted amounts for these respective categories.

The actual year-to-date Net Revenues from Operations of **\$7.1M** represents a **8.0%** decrease over the year-to-date budgeted amount of **\$7.7M**.

Finally, our year-to-date results for Debt Service Coverage is at **2.64** 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 March 31, 2023

| | CURRENT MONTH | | | | Budget Full Year | YEAR - TO - DATE | | | | FULL YEAR FORECAST | |
|---|------------------|------------------|------------------|----------------------|---------------------|------------------|------------------|------------------|----------------------|--------------------|----------------------|
| | Actual FY2022 | Budget FY2023 | Actual FY2023 | %Var Bud Vs Act'l | | Actual FY2022 | Budget FY2023 | Actual FY2023 | %Var Bud Vs Act'l | Actual/Est | %Var Bud Vs Act'l |
| I. Signatory Airline Rents & Fees | | | | | | | | | | | |
| Terminal Bldg Rentals | 206.6 | 216.2 | 221.5 | 2.5% | 2,594.5 | 1,224.8 | 1,297.3 | 1,329.0 | 2.5% | 2,626.3 | 1.2% |
| Departure Fees | 135.2 | 653.3 | 488.5 | -25.2% | 7,671.8 | 669.9 | 3,355.7 | 2,517.2 | -25.0% | 6,833.2 | -10.9% |
| Arrival Fees | 72.0 | 489.3 | 331.2 | -32.3% | 5,751.9 | 404.5 | 2,499.9 | 1,773.0 | -29.1% | 5,025.0 | -12.6% |
| Immigration Inspection Fees | 18.7 | 193.7 | 130.8 | -32.5% | 2,258.9 | 92.8 | 979.4 | 691.0 | -29.4% | 1,970.5 | -12.8% |
| Common Use Ticket Counter Fees | 2.9 | 63.5 | 51.3 | -19.3% | 741.4 | 18.4 | 314.4 | 268.9 | -14.5% | 695.9 | -6.1% |
| Loading Bridge Use Fees | 77.6 | 356.5 | 296.8 | -16.7% | 4,190.2 | 495.1 | 1,878.0 | 1,573.1 | -16.2% | 3,885.3 | -7.3% |
| Apron Use Fees | 133.8 | 95.8 | 96.0 | 0.3% | 1,137.6 | 866.4 | 518.2 | 1,954.2 | 277.1% | 2,573.6 | 126.2% |
| Landing Fees | 47.2 | 661.9 | 677.5 | 2.4% | 7,863.7 | 302.4 | 3,582.0 | 2,000.0 | -44.2% | 6,281.6 | -20.1% |
| Total Signatory Revenue | 694.0 | 2,730.2 | 2,293.6 | -16.0% | 32,210.0 | 4,074.4 | 14,424.9 | 12,106.3 | -16.1% | 29,891.5 | -7.2% |
| Enplaned Signatory Pax | 22,692 | 115,199 | 86,162 | -25.2% | 1,352,700 | 112,405 | 591,688 | 434,944 | -26.5% | 1,195,956 | -11.6% |
| Cost per Enplaned Pax | \$30.58 | \$23.70 | \$26.62 | 12.3% | \$23.81 | \$36.25 | \$24.38 | \$27.83 | 14.2% | \$24.99 | 5.0% |
| Revenues from Sources other than Signatory Airlines Rents & Fees | | | | | | | | | | | |
| Concession Revenues | | | | | | | | | | | |
| Gen Mdse | 1,263.3 | 1,263.3 | 1,263.3 | 0.0% | 15,160.0 | 4,920.8 | 7,580.0 | 7,580.0 | 0.0% | 15,160.0 | 0.0% |
| In-flight Catering | 30.5 | 50.8 | 54.6 | 7.5% | 601.1 | 159.4 | 272.4 | 282.7 | 3.8% | 611.3 | 1.7% |
| Food & Beverage | 29.8 | 64.6 | 73.8 | 14.3% | 763.8 | 137.9 | 346.2 | 393.3 | 13.6% | 810.9 | 6.2% |
| Rental Cars | 60.3 | 55.4 | 132.7 | 139.5% | 663.4 | 335.7 | 326.4 | 625.3 | 91.6% | 962.2 | 45.1% |
| Other Concession Rev | 10.3 | 37.6 | 15.5 | -58.9% | 444.6 | 63.1 | 201.5 | 103.2 | -48.8% | 346.3 | -22.1% |
| Total Concession Revenues | 1,394.2 | 1,471.7 | 1,540.0 | 4.6% | 17,632.7 | 5,616.9 | 8,726.5 | 8,984.5 | 3.0% | 17,890.7 | 1.5% |
| Passenger Facility Charges | 70.4 | 404.6 | 298.8 | -26.1% | 4,750.7 | 342.7 | 2,078.0 | 1,598.2 | -23.1% | 4,270.9 | -10.1% |
| Other Revenue | 9,181.8 | 1,283.1 | 1,067.8 | -16.8% | 15,187.6 | 13,721.6 | 7,266.7 | 6,437.8 | -11.4% | 14,358.7 | -5.5% |
| Total Operating Revenue | 11,340.3 | 5,889.6 | 5,200.1 | -11.7% | 69,781.1 | 23,755.7 | 32,496.1 | 29,126.8 | -10.4% | 66,411.8 | -4.8% |
| II. Operating Expenses: | | | | | | | | | | | |
| Personnel Services | 1,912.2 | 1,887.3 | 1,896.9 | 0.5% | 24,534.5 | 10,223.4 | 12,267.3 | 10,731.3 | -12.5% | 22,998.5 | -6.3% |
| Contractual Services | 1,615.9 | 2,286.2 | 1,771.4 | -22.5% | 23,906.5 | 8,500.8 | 11,404.9 | 10,861.2 | -4.8% | 23,362.8 | -2.3% |
| Materials & Supplies | 128.1 | 160.6 | 96.6 | -39.9% | 1,668.0 | 407.0 | 646.5 | 337.1 | -47.9% | 1,358.5 | -18.6% |
| Equipment/Furnishings | 0.0 | 259.8 | 8.4 | -96.8% | 582.5 | 0.0 | 459.5 | 93.3 | -79.7% | 216.3 | -62.9% |
| Total Operating Expenses | 3,656.3 | 4,593.8 | 3,773.2 | -17.9% | 50,691.6 | 19,131.2 | 24,778.3 | 22,022.8 | -11.1% | 47,936.1 | -5.4% |
| Net income from Operations | 7,684.0 | 1,295.8 | 1,426.8 | 10.1% | 19,089.5 | 4,624.4 | 7,717.8 | 7,104.1 | -8.0% | 18,475.7 | -3.2% |

GUAM INTERNATIONAL AIRPORT AUTHORITY

KEY OPERATING RESULTS (\$000's)


as of March 31, 2023

| | CURRENT MONTH | | | | Budget Full Year | YEAR - TO - DATE | | | | FULL YEAR FORECAST | |
|---|-----------------------|-----------------------|-----------------------|----------------------|------------------------|------------------------|-----------------------|------------------------|----------------------|------------------------|----------------------|
| | Actual FY2022 | Budget FY2023 | Actual FY2023 | %Var Bud Vs Act'l | | Actual FY2022 | Budget FY2023 | Actual FY2023 | %Var Bud Vs Act'l | Actual/Est | %Var Bud Vs Act'l |
| III. Other Revenues and Expenses | | | | | | | | | | | |
| Less: Non-operating /Non-recurring Expense (Post Employment/Emergency) | 91.3 | 66.7 | 75.4 | 13.1% | 800.0 | 404.1 | 400.0 | 452.5 | 13.1% | 852.5 | 6.6% |
| Add: Interest on Investments | <u>56.6</u> | <u>51.5</u> | <u>109.8</u> | <u>113.1%</u> | <u>618.3</u> | <u>325.7</u> | <u>309.1</u> | <u>541.2</u> | <u>75.1%</u> | <u>850.4</u> | <u>37.5%</u> |
| Net Revenues | <u>7,649.3</u> | <u>1,280.7</u> | <u>1,461.2</u> | <u>1.1</u> | <u>18,907.8</u> | <u>4,546.0</u> | <u>7,627.0</u> | <u>7,192.8</u> | <u>-5.7%</u> | <u>18,473.6</u> | <u>-2.3%</u> |
| Add: Other sources of Funds (Federal Reimb) | 35.3 | 33.3 | 300.0 | 800.1% | 400.0 | 5,261.3 | 200.0 | 2,475.4 | 1137.7% | 2,675.4 | 568.8% |
| Add: Other available moneys | <u>168.2</u> | <u>168.2</u> | <u>168.2</u> | <u>0.0%</u> | <u>2,018.6</u> | <u>1,009.3</u> | <u>1,009.3</u> | <u>1,009.3</u> | <u>0.0%</u> | <u>2,018.6</u> | <u>0.0%</u> |
| Net Revenues and Other Available Moneys | <u><u>7,852.7</u></u> | <u><u>1,482.2</u></u> | <u><u>1,929.5</u></u> | <u><u>30.2%</u></u> | <u><u>21,326.3</u></u> | <u><u>10,816.6</u></u> | <u><u>8,836.2</u></u> | <u><u>10,677.5</u></u> | <u><u>20.8%</u></u> | <u><u>23,167.6</u></u> | <u><u>8.6%</u></u> |
| Debt Service payments | <u>672.9</u> | <u>672.9</u> | <u>672.9</u> | <u>0.0%</u> | <u>8,074.2</u> | <u>4,641.1</u> | <u>4,037.1</u> | <u>4,037.1</u> | <u>0.0%</u> | <u>8,074.2</u> | <u>0.0%</u> |
| Debt Service Coverage | <u><u>11.67</u></u> | <u><u>2.20</u></u> | <u><u>2.87</u></u> | <u><u>30.2%</u></u> | <u><u>2.64</u></u> | <u><u>2.33</u></u> | <u><u>2.19</u></u> | <u><u>2.64</u></u> | <u><u>20.8%</u></u> | <u><u>2.87</u></u> | <u><u>8.6%</u></u> |
| Debt Service Requirement | <u><u>1.25</u></u> | <u><u>1.25</u></u> | <u><u>1.25</u></u> | | <u><u>1.25</u></u> | <u><u>1.25</u></u> | <u><u>1.25</u></u> | <u><u>1.25</u></u> | | <u><u>1.25</u></u> | |

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: April 14, 2023

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.

April 14, 2023

VIA BOARD SECRETARY

Mr. Brian J. Bamba, Chairman
Members of the Board of Directors
A.B. Won Pat International Airport Guam
355 Chalan Pasaheru
Tamuning, Guam 96913

***RE: Recommendation to go into Executive Session at
Regular Board Meeting for April 27, 2023***

Dear Mr. Chairman and Members of the GIAA Board of Directors,

This is to recommend and advise, pursuant to 5 G.C.A. § 8111(c)(1), of the need to go into executive session at the regular board meeting for the GIAA Board of Directors on April 27, 2023 to discuss the following litigation matters to which GIAA is currently a Party:

1. Office of Public Accountability Procurement Appeal Case Number OPA-PA-21-010 JMI Edison v. Guam International Airport Authority, and CV0095-22; Johndel International, Inc. dba JMI Edison vs. Office of Public Accountability, Guam International Airport Authority and Aircraft Service International, Inc. dba Menzies Aviation.
2. Office of Public Accountability Procurement Appeal Case Number OPA-PA-23-02 JMI Edison v. Guam International Airport Authority.
3. SP0035-22 In re GIAA Board of Directors, October 28, 2021 Executive Session Transcripts.
4. SP0114-22 In re GIAA Board of Directors, February 28, 2022 Executive Session Transcripts.

Email: wbrennan@arriolafirm.com

259 MARTYR STREET, SUITE 201, HAGATNA, GUAM 96910

TEL: 671-477-9730/33 FAX: 671-477-9734 EMAIL: ATTORNEYS@ARRIOLAFIRM.COM

FOUNDED BY JOAQUIN C. ARRIOLA, RETIRED

This recommendation is subject to approval by an affirmative vote of a majority of the members of the GIAA Board of Directors.

Very truly yours,



WILLIAM B. BRENNAN

cc: Mr. John M. Quinata
Executive Manager

Mr. Ricky Hernandez
Deputy Executive Manager

Ms. Jean Arriola
Airport Services Manager