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M&C Fwd: Board of Directors Meetings 1-17-20 and 1-30-20

1 message

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05-08-20	2:51 PM	05-08-20	Subject Minutes and other Documents pertaining to the Board of Directors Regular Meetings on January 17, 2020 and January 30, 2020.*	Guam International Airport Authority

Sinseru yan Minagåhet,

Office of the Speaker • Tina Rose Muña Barnes
Committee on Public Accountability, Human Resources & the Guam Buildup

35th Guam Legislature
I Mina'trentai Singko na Liheslaturan Guåhan

Guam Congress Building | 163 Chalan Santo Papa | Hagatna, GU 96910
T: (671) 477-2520/1
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Gumai pribilehu yan konfedensia este siha na mensåhi. Solo espesiåtmente para hågu ma entensioña pat ma aturisa para unrisibi. Sen prubidu kumu ti un ma aturisa para manribisa, na'setbe, pat mandespåtcha. Yang mensåhi , put fabot ago' guatu gi I numa'huyong gi as speaker@guamlegislature.org yan despues destrosa todu siha I kopian mensåhi. Si Yu'os ma'åse'.

---------- Forwarded message ---------
From: **GIAA Official** <official@guamairport.net>
Date: Fri, May 8, 2020 at 2:51 PM
Subject: Board of Directors Meetings 1-17-20 and 1-30-20
To: speaker@guamlegislature.org <speaker@guamlegislature.org>

Hafa Adai.

Attached are subject minutes and other documents
pertaining to the Board of Directors Regular Meetings
on January 17, 2020 and January 30, 2020.

Regards,
Cheryl Bustos

P.O. Box 8770, Tamuning, Guam 96931
355 Chalan Pasaheru, Tamuning, Guam 96913
TEL (671) 646-0300 FAX (671) 646-8823
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4 attachments

image.png
49K

Board of Directors Regular Meeting 1-17-20 and 1-30-20 to Speaker.pdf
43K

GIAA Regular Mtg - January 17 2020 - Attachments.pdf
5562K

GIAA Regular Mtg - January 30 2020 - Attachments.pdf
1931K

Doc. No. 35GL-20-1781.*

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Email: official@guamairport.net

May 8, 2020

VIA EMAIL: speaker@guamlegislature.org

Honorable Tina Rose Muna-Barnes
Speaker
35th Guam Legislature
163 Chalan Santo Papa
Hagatna, Guam 96913

RE: A.B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM (GIAA)
Board of Directors Regular Meeting of January 17, 2020 and
Regular Meeting of January 30, 2020

Hafa Adai, Speaker:

Transmitted herewith are the minutes and other documents from the A.B. Won Pat International Airport Authority, Guam (GIAA) Board of Directors Regular Meeting of January 17, 2020 and Regular Meeting of January 30, 2020. These documents are provided to you pursuant to 5GCA § 8113.1

Should you have any questions, please contact our office at 646-0300.

Senseramente,

Thomas C. Ada
Executive Manager

Attachment

cc: GIAA BOD / Admin

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MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE A.B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM
Friday, January 17, 2020, 3:00 p.m.
GIAA TERMINAL CONFERENCE ROOM #3

1. CALL TO ORDER AND ATTENDANCE

The January 17, 2020 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 3:07 p.m. at the GIAA Terminal Conference Room #3, 355 Chalan Pasaheru, Tamuning, Guam, 96913.

Directors Present:	**Offices or positions:**
Brian J. Bamba	Chairman
Gurvinder Sobti	Vice Chairman
Donald I. Weakley	Board Secretary
Lucy M. Alcorn*	
Zenon E. Belanger	
Rosie R. Tainatongo	
Doyon A. Morato	

Directors Absent:
None

GIAA Officials:	
Thomas C. Ada	Executive Manager
Jean M. Arriola	Airport Services Manager
Edward Muna	Air Terminal Manager, Acting
Vince Naputi	Chief, Airport Police
Victor Cruz	Engineering Supervisor
Antoinette Bautista	Accounting Supervisor
Joseph Javellana	Program Coordinator IV
Elfrie Koshiba	Airport Marketing
Henry Cruz	Procurement
Janalynn C. Damian, Esq.	GIAA Legal Counsel
Frank R. Santos	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

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

3. APPROVAL OF MINUTES

A. November 12, 2019 Regular Meeting

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

Resolution No. 20-11

The Board hereby approves the minutes of the November 12, 2019 regular meeting, subject to corrections.

4. CORRESPONDENCE

Executive Manager Ada announced that there was no correspondence.

5. OLD BUSINESS

Executive Manager Ada announced there was no Old Business to discuss.

6. NEW BUSINESS

A. Timekeeping and Attendance System Policy

The first item discussed was the Timekeeping and Attendance System Policy, presented by Ms. Jean Arriola, Airport Services Manager. Ms. Arriola informed the Board that the policy is an update to the Kronos timekeeping and attendance system policy, developed in 2006. The current system requires employees to utilize a magnetic strip card to time in and manual entries leave requests. The referenced policy is in line with the new NovaTime timekeeping system. GIAA's Timekeeping and Attendance System is an electronic time tracking system that allows GIAA to accurately record, track, and report employee information in real time. This allows employees to accurately monitor and keep track of their time and enables GIAA to efficiently process employee time worked and leave taken for payroll purposes, additionally reducing the amount of paperwork. Ms. Arriola also added that the Policy is guided by local laws and Personnel Rules and Regulations.

Vice Chairman Sobti inquired on the NovaTime System, and how it is working. Ms. Arriola replied that the system has been implemented, and is working fine, however we need all employees to use it.

Director Weakley inquired if the locations of time-in machines are conveniently located and if

there are any employees exempt from timing in. Ms. Arriola, replied yes, the machines are located next to current Kronos machines and the policy covers non-exempt employees that are eligible for overtime, based on their hourly rate.

The Chairman asked why all employees are not in the system yet. Ms. Arriola replied that employees are getting familiar with doing everything online versus generating paperwork. February 2nd is the projected execution date to go paperless. Chairman Bamba also inquired on manual tasks currently required. Ms. Arriola replied that there won't be the manual task of pushing paperwork through the organization, everything will be done online. Discussion followed relative to the timekeepers' duties once everything is online.

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

Resolution No. 20-12

The Board hereby adopts the Timekeeping and Attendance System Policy as presented by Management.

*Chairman Bamba recognized the arrival of Director Alcorn.

B. Approval of Award for Janitorial and Maintenance Services - IFB No. GIAA-002-FY20

The next item on the agenda was the approval of award for Janitorial and Maintenance Services under Invitation for Bid No. IFB No.GIAA-002-FY20. Ms. Jean Arriola provided background information to the Board on the referenced IFB. Thirty (30) firms/individuals purchased bid packages and seven (7) firms submitted a bid before the submission deadline. As required by the Guam Procurement Regulations, the bids were publicly opened and read aloud in the presence of the bidders. The bid submittalsare as follows:

	Bid Item No. / Service Area	Bid Amount (for 12 months)
BIDDER: Advance Management, Inc.		
	1. Basement Level	$328,161.00
	2. Apron Level	$375,224.00
	3. GIAA Office & Other Areas	$178,997.00
	4. TSA Offices & Facilities	$238,662.00
	5. International Arrivals Corridor	$119,331.00
Alternate Bid B	All Service Areas (1+2+3+4+5)	$1,148,495.00
BIDDER: Guam Cleaning Masters		
Alternate Bid A	1. Basement Level	**$162,988.32**
	2. Apron Level	$295,830.15
	3. GIAA Office & Other Areas	$52,000.00
	4. TSA Offices & Facilities	$52,000.00
	5. International Arrivals Corridor	**$53,000.00**

	Bid Item No. / Service Area	Bid Amount (for 12 months)
Alternate Bid B	All Service Areas (1+2+3+4+5)	**$564,992.29**
BIDDER: ABM Aviation, Inc.		
Alternate Bid A	1. Basement Level	NO BID
	2. Apron Level	NO BID
	3. GIAA Office & Other Areas	NO BID
	4. TSA Offices & Facilities	NO BID
	5. International Arrivals Corridor	NO BID
Alternate Bid B	All Service Areas (1+2+3+4+5)	$2,446,798.63
BIDDER: K Cleaning Services		
Alternate Bid A	1. Basement Level	$408,000.00
	2. Apron Level	$348,000.00
	3. GIAA Office & Other Areas	$57,600.00
	4. TSA Offices & Facilities	$60,000.00
	5. International Arrivals Corridor	$108,000.00
Alternate Bid B	All Service Areas (1+2+3+4+5)	$950,000.00
BIDDER: JJ Global Services		
Alternate Bid A	1. Basement Level	$379,484.00
	2. Apron Level	$379,855.00
	3. GIAA Office & Other Areas	**$38,847.00**
	4. TSA Offices & Facilities	$49,222.00
	5. International Arrivals Corridor	$265,652.00
Alternate Bid B	All Service Areas (1+2+3+4+5)	$1,001,420.00
BIDDER: JJ Global Services		
Alternate Bid A	1. Basement Level	$379,484.00
	2. Apron Level	$379,855.00
	3. GIAA Office & Other Areas	$38,847.00
	4. TSA Offices & Facilities	$49,222.00
	5. International Arrivals Corridor	$265,652.00
Alternate Bid B	All Service Areas (1+2+3+4+5)	$1,001,420.00
BIDDER: Unique Pacific Resources		
Alternate Bid A	1. Basement Level	$364,800.00
	2. Apron Level	NO BID
	3. GIAA Office & Other Areas	NO BID
	4. TSA Offices & Facilities	NO BID
	5. International Arrivals Corridor	NO BID
Alternate Bid B	All Service Areas (1+2+3+4+5)	NO BID
BIDDER: G-Crew Maintenance		
Alternate Bid A	1. Basement Level	$274,950.00
	2. Apron Level	**$284,994.00**
	3. GIAA Office & Other Areas	$38,896.00
	4. TSA Offices & Facilities	**$39,840.00**

	Bid Item No. / Service Area	Bid Amount (for 12 months)
	5. International Arrivals Corridor	$129,850.00
Alternate Bid B	All Service Areas (1+2+3+4+5)	$767,293.50

The lowest Alternate Bid B total bid is lower than the total of the lowest bids submitted for Alternate Bid A. The lowest Alternate Bid B bid was submitted by Guam Cleaning Masters in the amount of $564,992.29.

The total contract award for this bid is a total annual cost of $564,992.29 per year for a term of three (3) years with two (2) one-year option years, not to exceed five (5) years, to be exercised at GIAA's sole discretion. Funding for this contract is available under the Property & Facilities Division O&M Budget.

Management recommends that the Board award the Janitorial and Maintenance Services contract to Guam Cleaning Masters, who has been determined to have met the standards of responsibility and responsiveness outlined in the Guam Procurement Regulations for a term of three (3) years, with two (2) one-year option years.

Executive Manager Ada added that the specifications that were put out in the solicitation were specifications used in for previous contracts. During the review process, necessary amendments were made to the specifications based on the past years' experience. A number of changes will be implemented with this contract, to include a Quality Assurance team consisting of three (3) employees. Executive Manager Ada added that the Authority also has a new P&F Superintendent.

Executive Manager Ada expressed his confidence in the contract and added that it is important to give the firm the opportunity to perform, however there are procedures available under the contract should the firm not perform according to specifications. Discussion followed relative to details of the contract.

Legal Counsel added that one of the bidders was deemed non-responsive due to not providing a bid security with their bid, as noted in the memorandum provided in the Board's packet.

Discussion ensued relative to the large difference in bids and ensuring quality and standards are adhered to, with Executive Manager Ada stating there are provisions within the contract that will ensure standards are met.

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

Resolution No. 20-13

The Board hereby approves the contract award for Janitorial and Maintenance Services under the Invitation for Bid No. IFB No. GIAA-002-FY20 to Guam Cleaning Masters in the amount of $564,992.29, as recommended by Management, subject to review by legal counsel.

C. Approval of Award for Grounds Maintenance Services - IFB No. GIAA-003-FY20

The next item on the agenda was the approval of award for Grounds Maintenance Services under the Invitation for Bid No. IFB No.GIAA-003-FY20. Ms. Jean Arriola provided background information to the Board on the referenced MSB. Twenty-nine (29) firms/individuals purchased bid packages and nine (9) firms submitted a bid before the submission deadline. The nine (9) firms were evaluated and determined to be acceptable. As required by the Guam Procurement Regulations, the bid was publicly opened and read aloud in the presence of the bidders. The bid submittals are as follows:

	Bid Item No. / Service Area	Bid Amount (for 12 months)
BIDDER: Guam Cleaning Masters		
	1. Airport Operations (Secured Area)	$211,111.00
	2. North Tiyan (Non-Secured Area)	$99,999.99
	3. South Tiyan (Non-Secured Area)	$28,000.00
	4. Airport Industrial Park (Non-Secured Area)	$33,000.00
Alternate Bid B	All Service Areas (1+2+3+4)	$355,555.55
BIDDER: GET, LLC		
Alternate Bid A	1. Airport Operations (Secured Area)	NO BID
	2. North Tiyan (Non-Secured Area)	$141,372.00
	3. South Tiyan (Non-Secured Area)	$111,492.00
	4. Airport Industrial Park (Non-Secured Area)	$113,220.00
Alternate Bid B	All Service Areas (1+2+3+4)	NO BID
BIDDER: K Cleaning Services		
Alternate Bid A	1. Airport Operations (Secured Area)	NO BID
	2. North Tiyan (Non-Secured Area)	$138,000.00
	3. South Tiyan (Non-Secured Area)	$62,000.00
	4. Airport Industrial Park (Non-Secured Area)	NO BID
Alternate Bid B	All Service Areas (1+2+3+4)	NO BID
BIDDER: Service Management Corporation		
Alternate Bid A	1. Airport Operations (Secured Area)	$498,500.00
	2. North Tiyan (Non-Secured Area)	NO BID
	3. South Tiyan (Non-Secured Area)	NO BID
	4. Airport Industrial Park (Non-Secured Area)	NO BID
Alternate Bid B	All Service Areas (1+2+3+4)	NO BID
BIDDER: Unique Pacific Resources		
Alternate Bid A	1. Airport Operations (Secured Area)	NO BID
	2. North Tiyan (Non-Secured Area)	$79,980.80
	3. South Tiyan (Non-Secured Area)	$27,890.80
	4. Airport Industrial Park (Non-Secured Area)	$88,980.80

	Bid Item No. / Service Area	Bid Amount (for 12 months)
Alternate Bid B	All Service Areas (1+2+3+4)	NO BID
BIDDER: JJ Global Services		
Alternate Bid A	1. Airport Operations (Secured Area)	**$184,949.00**
	2. North Tiyan (Non-Secured Area)	$94,499.00
	3. South Tiyan (Non-Secured Area)	**$27,700.00**
	4. Airport Industrial Park (Non-Secured Area)	**$31,999.00**
Alternate Bid B	All Service Areas (1+2+3+4)	**$289,485.00**
BIDDER: Maids to Order, Inc.		
Alternate Bid A	1. Airport Operations (Secured Area)	NO BID
	2. North Tiyan (Non-Secured Area)	$80,388.00
	3. South Tiyan (Non-Secured Area)	$60,984.00
	4. Airport Industrial Park (Non-Secured Area)	$73,180.80
Alternate Bid B	All Service Areas (1+2+3+4)	NO BID
BIDDER: G-Crew Maintenance		
Alternate Bid A	1. Airport Operations (Secured Area)	NO BID
	2. North Tiyan (Non-Secured Area)	$104,995.00
	3. South Tiyan (Non-Secured Area)	$49,895.00
	4. Airport Industrial Park (Non-Secured Area)	$59,895.00
Alternate Bid B	All Service Areas (1+2+3+4)	NO BID
BIDDER: The Pit, LLC		
Alternate Bid A	1. Airport Operations (Secured Area)	$263,874.25
	2. North Tiyan (Non-Secured Area)	**$75,145.58**
	3. South Tiyan (Non-Secured Area)	$43,182.76
	4. Airport Industrial Park (Non-Secured Area)	$81,201.00
Alternate Bid B	All Service Areas (1+2+3+4)	$463,403.59

The lowest Alternate Bid B total bid is lower than the total of the lowest bids submitted for Alternate Bid A. The lowest Alternate Bid B bid was submitted by JJ Global Services in the amount of $289,485.00.

The total contract award for this bid is a total annual cost of $289,485.00 per year for a term of three (3) years with two (2) one-year option years, not to exceed five (5) years, to be exercised at GIAA's sole discretion. Funding for this contract is available under the Property & Facilities Division O&M Budget.

Management recommends that the Board award the Grounds Maintenance Services contract to JJ Global Services, who has been determined to have met the standards of responsibility and responsiveness outlined in the Guam Procurement Regulations for a term of three (3) years, with two (2) one-year option years. Discussion followed relative to current contracts versus bids.

Director Weakley inquired whether the same quality assurance group working on the Janitorial and Maintenance Services contracts will also oversee the referenced contract. Executive Manager Ada replied yes, the team will also be provided a vehicle.

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

Resolution No. 20-14

The Board hereby approves the contract award for Grounds Maintenance Services under the Invitation for Bid No. IFB No.GIAA-003-FY20 to Luis Bustamante dba JJ Global Services in the amount of $289,485.00, as recommended by Management, subject to review by legal counsel.

D. Approval of Award for Rehabilitate Runway 6L/24R - Construction Phase I

The next item requiring Board action was the award for Rehabilitate Runway 6L/24R - Construction Phase I. Mr. Frank Santos provided background information to the Board on the referenced project, stating that on June 14, 2019 GIAA issued an IFB for the construction services for the Project. Only one bidder responded, with a bid price exceeding the anticipated phased grant funding. On July 26, 2019, pursuant to Procurement Regulations, GIAA canceled the IFB. Pursuant to Procurement Regulations, GIAA now intends to proceed with the procurement of the construction services for the Project via sole source from the single bidder who responded to the IFB, Hawaiian Rock Products Corporation (HRC).

Under the single bidder contract with the FAA, GIAA was allowed to negotiate with the single bidder. GIAA was able to negotiate from $21M to less than $20M. Construction for the project will be funded by two (2) separate grant sources from the FAA. Phase 1A will be funded with $10M in Supplemental Appropriations programmed by the Secretary of the U.S. Department of Transportation. Phase 1B will be funded with $10M from FY2020 AIP funding. Summer 2020, FAA will issue a grant for $10M for Phase 1B, if the contractor elects to hold the same price for the project. Phase 1B may be awarded to the contractor on the same basis under sole source. Discussion ensued relative to the process.

Board action is required to approve the sole source award for Phase 1A to Hawaiian Rock Products Corporation (HRC) in the amount of $10,014,867.60 for a construction period of nine (9) months.

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

Resolution No. 20-15

The Board hereby approves the sole source award for Rehabilitate Runway 6L/24R - Construction Phase 1A to Hawaiian Rock Products Corporation in the amount of $10,014,867.60 for a construction period of nine (9) months.

C. Ratification of Quarterly Travel

Executive Manager Ada presented the quarterly travel report from October to December 2019 for ratification by the Board.

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

Resolution No. 20-16

The Board hereby ratifies the FY2020 1st quarter travel report from October to November 2019 as presented.

7. REPORT OF THE EXECUTIVE MANAGER

A. Management Plans and Priorities for 2020 & Significant Accomplishments for 2019

Reference is made to the Executive Manager's Report,which isincluded as part of the Board's packet, Management's Plans and Priorities for 2020 & Significant Accomplishments for 2019, which was presented by Executive Manager Ada. The report included brief updates on Airport operations, CIPs and Regulatory updates.

Chairman Bamba raised the topic of the establishment of Board Sub-Committees and suggested not only participation from the Board but also Management in order for the Board to support the priorities that the Executive Manager has laid out. Chairman Bamba informed the Board that the suggested committees will be: Strategic Development and Finance; Capital Improvement Projects (CIP); People & Operations; Air Service Development, Marketing & Customer Service; and Legislative Issues & Litigation.

Discussion followed with Chairman Bamba announcing the suggested committee members. Chairman Bamba asked that the Board review the handout and advise of any questions or revisions. The item will be tabled until the next Board meeting and discussed under Old Business.

8. REPORT OF THE COMPTROLLER

Ms. Antoinette Bautista reported on the revenues and expenses of the Authority as of **November 30, 2019**. Ms. Bautista reported that year-to-date Total Signatory Revenues are above budgeted revenues by **5.3%**, year-to-date Total Concession Revenues and Passenger Facility Charges are below budget by **-0.2%** and **-1.1%**, respectively. Year-to-date Total Other Revenues, inclusive of non-signatory and non-airline revenues are above the budget estimate by **8.5%**. Year-to-date Total Operating Revenues Actual of **$12.5M** is **-0.9%** below the budget estimate of **$12.6M**. Year-to-date Total Operating Expenses are below budget by **-17.7%**. Components of this line item include a **-9.4%** decrease in Personnel Service, a **-19.7%** decrease in Contractual Services, a **-83.0%** decrease in Materials & Supplies and a **-0.0%** decrease in Equipment/Furnishings from budgeted amounts for these respective categories. The actual

year-to-date Net Revenues from Operations of **$5.6M**reflects an increase of **33.1%** over the year-to-date budgeted amount of **$4.2M**. Ms. Bautista reported that the year-to-date Debt Service Coverage is at **1.53** versus the requirement of **1.25.**

Chairman Bamba requested a forecast for the next quarter.

9. EXECUTIVE SESSION

The next item on the agenda was Executive Session.

Due to previously disclosed conflicts of interest, Chairman Bamba recused himself from participating in Executive Session and requested that Vice Chairman Sobti preside over the next portion of the meeting.

Upon written recommendation of counsel, on motion duly made by Director Weakley, seconded by Director Belanger, and unanimously approved, the Board recessed to convene into Executive Session at 4:26 p.m.

The Board convened into Executive Session at 4:37 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, Alcorn, Belanger, Tainatongo and Morato, Weakley, Executive Manager Ada, and Legal Counsels, Janalynn Cruz Damian, Eduardo A. Calvo and Genevieve P. Rapadas. Also present was the court reporter who will prepare a transcript of the Executive session.

Executive Session adjourned at 5:18 p.m., at which time Chairman Bamba re-enters the conference room and announced that the Board will reconvened regular session.

10. PUBLIC COMMENTS

There were no Public Comments.

11. ADJOURNMENT

Motion to adjourn duly made by Director Belanger, seconded by Director Alcorn; motion unanimously passed. The meeting was adjourned at 5:26p.m.

Dated this 27th, day of February, 2020 ~~2019.~~

Brian J. Bamba
Chairman

Attest:

Donald I. Weakley
Board Secretary

Prepared and Submitted By:



Amanda O'Brien-Rios
Corresponding Secretary

A.B. WON PAT INTERNATIONAL AIRPORT GUAM
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WE'RE ON IT 24/7

BOARD OF DIRECTORS REGULARMEETING
3:00 p.m., Friday, January 17, 2020
GIAA TERMINAL CONFERENCE ROOM #3

Public Notice
First Notice:
Pacific Daily News – January 10, 2020
Notice to Media – January 10, 2020

Second Notice:
Pacific Daily News – January 15, 2020
Notice to Media –January 15, 2020

AGENDA

1. Call to Order and Attendance
2. Approval of Agenda
3. Approval of Minutes
   - **A.** November 12, 2019 Regular Meeting
4. Correspondence
5. Old Business
6. New Business
   - **A.** Timekeeping and Attendance System Policy
   - **B.** Approval of Award for Janitorial and Maintenance Services - IFB No. GIAA-002-FY20
   - **C.** Approval of Award for Grounds Maintenance Services - IFB No. GIAA-003-FY20
   - **D.** Approval of Award for Rehabilitate Runway 6L/24R – Construction Phase I
   - **E.** Ratification of Quarterly Travel
7. Report of Executive Manager
   - **A.** Management Plans and Priorities for 2020 & Significant Accomplishments for 2019
8. Report of the Comptroller
9. Executive Session
10. Public Comments
11. Adjournment

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NASAO National Association of State Aviation Officials
TIACA THE INTERNATIONAL AIR CARGO ASSOCIATION

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A.B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM
Board of Directors Regular Meeting
3:00 p.m., Friday, January 17, 2020
GIAA Terminal Conference Room #3

SIGN-IN SHEET

	PRINT NAME	COMPANY/AGENCY
1.	Jean Arnold	GIAA
2.	FRANK SANTOS	TMG
3.	VINCE NIAPUTI	GIAA
4.	ANN BAUTISTA	GIAA
5.	J. La Faublan	GIAA
6.	VICTOR J. CRUZ	GIAA
7.	ELFRIE KOSHIBA	GIAA Mktg
8.	Pam Sullivan	Court Reporter
9.		
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LUJAN & WOLFF LLP
Attorneys at Law
Suite 300, DNA Building
238 Archbishop Flores St.
Hagåtña, Guam 96910
Tel: (671)477-8064
Fax: (671)477-5297

Attorneys for Administratrix
Kristina B. Blaz

IN THE SUPERIOR COURT OF GUAM

IN THE MATTER OF
THE ESTATE
OF
ANTHONY GERARD
CRISOSTOMO BLAZ also
known as ANTHONY C. BLAZ
Deceased,

Probate Case No.
PR0027-16

NOTICE TO CREDITORS

Notice is hereby given by the undersigned, KRISTINA B. BLAZ, Administratrix of the Estate of **ANTHONY GERARD CRISOSTOMO BLAZ also known as ANTHONY C. BLAZ**, Decedent, to the Creditors of Decedent, and all persons having claims against the said Decedent, that within **sixty (60) calendar days** after the first publication of this notice, they must file their claims, with necessary vouchers, in the office of the Clerk of the Superior Court of Guam, or present their claims, with necessary vouchers to Adminstratrix at the Law Office of Lujan & Wolff LLP, Suite 300, DNA Building, 238 Archbishop Flores Street, Hagåtña, Guam 96910.

Dated: 27 of December, 2019

/s/ KRISTINA B. BLAZ
Executrix

The Honorable
Lourdes A. Leon Guerrero
Governor

The Honorable
Joshua F. Tenorio
Lt.Governor

PUBLIC NOTICE

The Board of Directors of the A.B. Won Pat International Airport Authority, Guam (GIAA) will convene its Regular Board meeting on Friday, January 17, 2020 at 3:00 p.m. in Terminal Conference Room No. 3. In addition to regular matters, pursuant to 5 G.C.A. §8111(c)(2), Executive Session will be held to discuss DFS Guam L.P. related litigation to which GIAA is or may be a party. Parking is available in the Public Parking Lot.

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BID NO.: IFB: GSA-002-20
FOR: OFFICE SPACE LEASE For Drug & Alcohol
OPENING DATE: JANUARY 24, 2020 **TIME:** 10:00 A.M.
PLACE: GENERAL SERVICES AGENCY, ITC BLDG. TAMUNING, GUAM

BID NO.: IFB: GSA-003-20
FOR: OFFICE SPACE LEASE For Guam State Tobacco Enforcement Prevention & Training Branch
OPENING DATE: JANUARY 24, 2020 **TIME:** 11:00 A.M.
PLACE: GENERAL SERVICES AGENCY, ITC BLDG. TAMUNING, GUAM

Note: Bid packages can be picked up at the **General Services Agency** located in the **ITC Building, 2nd Floor, Suite 219, Tamuning, Guam** or may be acquired from the GSA website: **gsa.doa.guam.gov.** Please follow instructions once downloaded.
GSA recommends that prospective bidders register current contact information with GSA to ensure they receive any notices regarding any changes or updates to the IFB. The procuring agency and GSA will not be liable for failure to provide notice to any party who did not register current contact information.

/s/ CLAUDIA S. ACFALLE
Chief Procurement Officer

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The Honorable **Lourdes A. Leon Guerrero** Governor
The Honorable **Joshua F. Tenorio** Lt.Governor

PUBLIC NOTICE

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Successful candidate shall perform work related to the receipt, storage and distribution of petroleum products as it pertains to the operation of the Cabras Distributions Terminal Tank Farm, Liquefied Petroleum Gas Bulk Storage Facility, and distribution pipelines. Other duties performed shall include completion of required reports, inspection and routine maintenance for the terminal and equipment, product quality control, general housekeeping, and implementation of assigned Safe Operations & Responsibility (SOAR) systems requirements as assigned. Previous oil industry experience a plus. Must be able to obtain a T.W.I.C. card.

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SPPC IS AN EQUAL OPPORTUNITY EMPLOYER

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE A.B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM
Tuesday, November 12, 2019, 3:00 p.m.
GIAA TERMINAL CONFERENCE ROOM #3

1. CALL TO ORDER AND ATTENDANCE

The November 12, 2019 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 3:06 p.m. at the GIAA Terminal Conference Room #3, 355 Chalan Pasaheru, Tamuning, Guam, 96913.

Directors Present:	**Offices or positions:**
Brian J. Bamba	Chairman
Gurvinder Sobti	Vice Chairman
Donald I. Weakley	Board Secretary
Lucy M. Alcorn	
Zenon E. Belanger	
Rosie R. Tainatongo	
Doyon A. Morato	

Directors Absent:
None

GIAA Officials:	
Thomas C. Ada	Executive Manager
John M. Quinata	Deputy Executive Manager
John A. Rios	Comptroller
Jean M. Arriola	Airport Services Manager
Edward Muna	Air Terminal Manager, Acting
Vince Naputi	Chief, Airport Police
Raymond Mantanona	Chief, GIAA ARFF
Ken McDonald	Properties & Facilities Superintendant
Victor Cruz	Engineering Supervisor
Joseph Javellana	Program Coordinator IV
Rolenda Faasuamalie	Airport Marketing
Danny Cepeda	Data Processing Administrator
Janalynn A. Damian, Esq.	GIAA Legal Counsel
Frank R. Santos	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

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

3. APPROVAL OF MINUTES

At this time Mr. Frank Santos announced that he would like to clarify a number of statements made in the minutes of the September 24, 2019 regular board meeting. On pages five (5) and six (6), relative to the award for the Construction Management ("CM") Services for the Terminal Building Structural Upgrade and Concourse Isolation.

It was mentioned in the September 24, 2019 minutes that ten (10) personnel will be addressing the backlog of change orders, which is not the case. The personnel are to engage in the performance of the basic scope of the CM contract, which includes reviewing new proposed change orders (PCOs). Mr. Santos informed the Board that from the last Construction Management (CM) team there were eighty-nine (89) PCOs left unresolved, which need to be reviewed, processed and finalized as soon as possible. Mr. Santos advised that it was imperative to clarify the statements made at this point to avoid a possible conflict with regard to an item requiring Board action later in meeting.

A. September 24, 2019 Regular Meeting
B. October 11, 2019 Special Meeting

On motion duly made by Director Weakley, seconded by Vice Chairman Sobti, the following resolutions were unanimously passed:

Resolution No. 20-04

The Board hereby approves the minutes of the September 24, 2019 regular meeting, and the minutes of the October 11, 2019 special meeting, subject to corrections.

4. CORRESPONDENCE

A. Response Letter from NAVFAC Pacific - PFAS Emerging Chemicals of Concern at Former NAS Agana

Executive Manager Ada informed the Board that there were two (2) letters he would like to bring to the attention of the Board. Executive Manager Ada announced that the first correspondence is ongoing discussions with the Naval Facilities relative to PFAS Chemicals. Meetings with USEPA and Naval Facility, facilitated by the USEPA Chair, are held approximately every two (2) weeks to discuss the issue.

Director Morato inquired if the Airport is involved in the class action suit relative to the PFAS Chemicals. Executive Manager replied that Gov Guam is involved against the manufacturers.

B. FAA Letter of Compliance

The second letter of correspondence is the report from the inspector that completed the recent annual inspection. There were seven (7) minor deficiencies, however GIAA has been found compliant. A response letter was drafted acknowledging receipt of the findings and the actions that will be taken to correct the deficiencies. Executive Manager Ada announced that six (6) of the deficiencies have already been corrected, and Acting Air Terminal Manager, Ed Muna, is working to correct the seventh (7th) and final discrepancy, which requires pressure washing of the runway.

Chairman Bamba inquired if any of the negative findings are repeat discrepancies. Mr. Santos replied no. The Chairman added that a lot of the findings were low risk, housekeeping-type classifications that do not impact operations, and asked if this is a sign of something that needs to be addressed. Discussion followed relative to compliance and addressing discrepancies.

5. OLD BUSINESS

A. 2019 GIAA Bond Refunding

Executive Manager announced that Bond events will take place on Thursday, November 14, 2019, starting with the press conference at 11:00 a.m., the Bond dinner in the evening, and at 11:00 p.m. will be the Bond Closing. Executive Manager Ada provided a recap of the bond refunding, stating that the bonds were restructured, moving the debt service payments for two (2) years back until 2023 and 2024, allowing GIAA to free up $9M per year for Capital Improvement Projects (CIPs).

Director Weakley inquired on the final interest rate. Mr. John Rios, Comptroller, replied stating that GIAA was able to secure an interest rate of 3.4%, which is significantly lower than the prior rate of 6%. Chairman Bamba informed the Board that a number of investors raised questions on the construction of the International Arrivals Corridor, and its delay. The Airport has some hard work ahead to deliver, as this project has a lot to do with GIAA's credibility moving forward, and went on to congratulate Management for a job well done.

6. NEW BUSINESS

A. Approval of Award for Multi-Step Bid Name: Food & Beverage Concession - Single Location - MSB No. GIAA-002-FY19

The next item on the agenda was the approval of award for Food & Beverage Concession Single Location, under the Multi-Step Bid (MSB) No. GIAA-002 FY19. Ms. Jean Arriola, Airport Services Manager, provided background information to the Board on the referenced MSB.

The MSB process consisted of two phases. Phase I consisted of the evaluation of the bidders' technical proposals, demonstrating their technical qualifications based on the established criteria set forth in the MSB. Bidders who were deemed responsible and responsive, and whose technical proposals were deemed acceptable, were invited to participate in Phase II. In Phase II, price bids in the form of a minimum annual guaranteed (MAG) fee for the entire contract term, not less than eighty-four thousand ($84,000.00) per annum to GIAA, were opened.

Twenty (20) prospective bidders purchased or downloaded the bid package and three (3) bidders submitted technical proposals prior to the submission deadline. A committee was established for the purpose of evaluating the technical proposals. Evaluations were collected and tabulated by the Procurement Office. As a result of the evaluations, the following bidders' technical proposals were deemed acceptable, qualifying those bidders to participate in Phase II.

1. Espino LLC, dba Ben N' Yan's
2. Concept and Ideas Inc. dba the Brown Bag Cafe
3. Sunleader Guam Co., Ltd. dba HongKong Wok

The MAG bids were opened publicly and in the presence of GIAA representatives. The MAG bids were read aloud by the Single Point of Contact and recorded by a member of the GIAA Procurement Staff. The results of the MAG bid submittals are as follows:

Bidder	**MAG Bid Amount:**
Espino LLC, dba Ben N' Yan's	$88,000.00
Concept and Ideas Inc. dba the Brown Bag Cafe	$85,000.00
Sunleader Guam Co., Ltd. dba HongKong Wok	**$100,000.00**

Management recommends that the Board award the Food & Beverage Concession Single Location contract to the bidder who submitted the highest MAG bid, Sunleader Guam Co., Ltd. dba HongKong Wok, who has been determined to have met the standards of responsibility and responsiveness outlined in the Guam Procurement Regulations for a term of five (5) years.

Discussion ensued relative to ensuring quality and standards are adhered to, with Ms. Arriola stating there are provisions within the contract that will ensure standards are met.

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

Resolution No. 20-05

The Board hereby approves the contract award for Food & Beverage Concession - Single Location - MSB No. GIAA-002-FY19 to Sunleader Guam Co., Ltd. dba HongKong Wok as recommended by Management, subject to review by legal counsel.

B. Status Update - 3rd Floor CIP

Executive Manager Ada, with assistance from Mr. Kent Sheih of KHLG and Mr. Frank Santos presented slides showing updates of the International Arrivals Corridor project (the "IAC Project").

- As of October 31, 2019, the IAC Project is 70% complete.
- Work in progress: GIAA offices, CBP offices, Immigration area, Concourse corridor.
- TSA Checkpoint expected to be completed in April 2020.
- Design cost: $7.7M
- Construction cost: Awarded at $96.9M as of January 2017, as of October 2019, construction cost has risen to $110.6M
- Construction Management cost: $9.4M
- Post construction award services ("PCAS") by Designer of Record: As of September 2019, $5.1M. The work order for PCAS expired and a new work order is required to extend the firm's services through completion of the project.
- Total cost as of November 2019: $133M.
- Eighty-nine (89) PCOs, however at least three hundred that have not yet been submitted.

Frank Santos presented to the Board two recommendations for work orders for the Construction Management contract in order to address the above issues.

1. Schedule Verification Work Order - Management has negotiated with KHLG to review and validate the master project schedule and assess key critical path milestones (collectively "Schedule Verification Services"). Schedule Verification Services was part of KHLG's original scope submission for its CM contract, however, GIAA removed it from their basic task. Now, GIAA has negotiated for KHLG to provide Schedule Verification Services, which will be completed by KHLG's subcontractor, HCA Consulting Group, out of Honolulu.

    - Initial proposal from KHLG: $242,440.00

- Negotiated not to exceed fee for Board approval and appropriation - $150,153.56
- Completion term: 60 days

2. Expedited PCO Resolution Work Order - Management has negotiated with KHLG to expeditiously address the 89 outstanding PCO's that were not resolved with previous construction management firm. KHLG will conduct this PCO review through its subcontractor, EMPSCO.

- Initial proposal from KHLG: $269,000.00
- Negotiated not to exceed fee for Board approval and appropriation - $255,946.26
- Completion term: 75 days

Director Weakley inquired if these are contracts with GIAA and are they required to come to the Board for approval. Mr. Santos replied that GIAA's contract is with KHLG, who will subcontract these particular work orders.

Vice Chairman Sobti inquired on TSA expansion, and any funding coming from TSA. Mr. Santos replied that TSA will only fund the equipment and the installation of the equipment.

Director Belanger inquired on the increased project costs. Discussion followed as to how the team came to the amounts.

Mr. Kent Sheih, KHLG, announced the implementation of a new software that will allow GIAA Engineering, the contractor, and the PCAS team to be on the same platform to communicate and process RFI submittals in a timely manner. In the past, time to review RFIs has taken anywhere between 2-3 weeks to over 300 days.

Executive Manager Ada advised the Board that the construction management team has been provided office space at the Airport, allowing the construction management team to be on-site daily. Executive Manager Ada went on to add that the most important thing is for all involved to be able to move forward and communicate in a timely manner. Discussion followed on PCOs being processed in a timely manner.

Director Belanger inquired on the CM initial proposed fee and if the work order for PCO review will bring it back up to the original proposed fee. Mr. Santos replied that $3.5M was the initial fee for the basic CM services. These work orders were not entertained during negotiations, however said amounts will not bring back up the fee to the initial fee.

Director Belanger inquired if the Airport anticipated change orders for the next phase, and/or whether GIAA has set aside funds for such PCO's. Mr. Santos replied that with the basic CM scope that KHLG has embarked on, the Airport will not be in the same situation.

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

Resolution No. 20-06

The Board hereby approves the following services to be provided by KHLG under its Construction Management Contract for the International Arrivals Corridor through its designated subcontractor and further approves the appropriation of the following fees for such services:

Schedule Verification Work Order -Not to exceed fee of $150,153.56, with a completion term of 60 days. Services to be subcontracted to HCA Consulting Group; and

Expedited PCO Resolution Work Order- Not to exceed fee of $255,946.26, with a completion term of 75 days. Services to be subcontracted to EMPSCO.

C. Approval of PCAS Work Order

Executive Manager Ada informed the Board that post-contract award services ("PCAS")was being provided by the Designer of Record for the IAC Project, E&A Engineers. The work order for PCAS expired at the end of September, and services are still required through completion of the IAC Project, which is anticipated to be completed in August 2020.

Mr. Santos advised the Board that this will be the third extension of E&A Engineers PCAS work order. Management recommends that the Board approve the extension of the PCAS work order to address design issues and different site conditions. The terms of the extension are as follows:

- Initial proposal for extension: $2,144,405.87
- Negotiated fee for Board approval and appropriation - $1,574,879.99
- Term: October 2019 to August 2020

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

Resolution No. 20-07

The Board hereby approves the extension of E&A Engineers PCAS Work Order in the amount of $1,574,879.99 for the time period of October 2019 to August 2020.

D. Approval of Board Resolution No. 20-08: Contracting Authority of Executive Manager

The fourth item on the agenda was the contracting authority of the Executive Manager. Executive Manager Ada provided background to the Board, announcing that in 2013 the Executive Manager's contracting authority was set at $100k. In 2015, the Board approved a resolution to reduce the contracting authority to $50k. Executive Manager Ada requested that the Board approve said resolution to increase the contracting authority of the Executive Manager to $200k. Brief discussion followed, with the Executive Manager announcing that he inquired with his counterparts with regard to their contracting authority. Guam Power Authority's Managers are authorized up to $750k.

Chairman Bamba inquired how often a contract over $100k arises. Ms. Jean Arriola explained that the Procurement Law was amended to increase the small purchases thresholds from $15k to $25k for supplies and services and $50k to $100k for construction. There are very few contracts over $100k. Discussion followed relative to the frequency of contracts over $100k requiring Board approval. Executive Manager Ada added that along with spending authority, the Manager's authority does not allow for division transfers, however he would like to address this at a future Board meeting.

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

Resolution No. 20-08

WHEREAS, the ANTONIO B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM's ("GIAA" or the "Authority")enabling statute (codified at 12 G.C.A. § 1101 et seq.) provides that the Executive Manager "shall have full charge and control of the operations and maintenance of the airports controlled by the Authority" (12 G.C.A. § 1107(a)); and

WHEREAS, GIAA's enabling statute further provides that the powers of the Executive Manager include "keep[ing] the Board advised on the needs of the Authority and approv[ing] demands for payment of obligations within the purposes and amounts authorized by the Board" (12 G.C.A. § 1107(b)(3)); and

WHEREAS, current protocols provide that all disbursements of GIAA funds are subject to dual authorizing signatures, with one of the two signatories being any one of the following: the Chairman, the Vice Chairman, the Executive Manager, the Deputy Executive Manager, or the Comptroller; and

WHEREAS, pursuant to GIAA Board Resolution No. 15-41, the Executive Manager has authority to enter into contracts involving an expenditure in an amount not to exceed $50,000.00 without Board approval; and

WHEREAS, in 2017 the Procurement Law was amended to increase the small purchases thresholds from $15,000.00 to $25,000.00 for supplies and services and $50,000.00 to $100,000.00 for construction, and to require purchasing agencies to submit monthly reports to the Speaker of *I Liheslaturan Guåhan* of procurements exceeding $15,000.00 for supplies and services, and $50,000.00 for construction; and

WHEREAS, in light of GIAA internal controls, the increase in the small purchases thresholds, and the requirement for monthly reporting to the Speaker of *I Liheslaturan Guåhan* of small purchases, the Board of Directors has determined that it is prudent to increase the Executive Manager's contracting authority from $50,000.00 to $100,000.00.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of GIAA hereby authorizes the Executive Manager to enter into contracts without Board approval in an amount not to exceed $100,000.00.

E. Approval of Board Resolution No. 20-09: Agreement for Legal Services

The next item discussed was the extension of the Agreement for Legal Services with Fisher & Associates. The extension will be the fourth and final option to extend.

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

Resolution No. 20-09

WHEREAS, an Agreement for Legal Services – Conflicts Counsel (the "Conflicts Counsel Agreement") was entered into effective as of December 1, 2015, by and between the ANTONIO B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM ("GIAA")and Fisher & Associates; and

WHEREAS, the Conflicts Counsel Agreement provides for a term of one (1) year with four (4) options to extend for a period of one (1) year each, not to exceed a total contract period of five (5) years with GIAA approval; and

WHEREAS, on October 27, 2016, by Resolution No. 17-05, the Board of Directors approved the extension of the Conflicts Counsel Agreement for an additional one year period (1st Option) commencing on December 1, 2016, and expiring on November 30, 2017, under the same terms and conditions as set forth in the Conflicts Counsel Agreement; and

WHEREAS, on October 26, 2017, by Resolution No. 18-03, the Board of Directors approved the extension of the Conflicts Counsel Agreement for an additional one year period (2nd Option) commencing on December 1, 2017, and expiring on November 30, 2018, under the same terms and conditions as set forth in the Conflicts Counsel Agreement; and

WHEREAS, on December 3, 2018 by Resolution No. 19-09, the Board of Directors approved the extension of the Conflicts Counsel Agreement for an additional one year period (3rd Option) commencing on December 1, 2018, and expiring on November 30, 2019, under the same terms and conditions as set forth in the Conflicts Counsel Agreement; and

WHEREAS, the Board of Directors has determined that GIAA continues to require the services of conflicts legal counsel and that it is in the best interests of GIAA to extend the term of the Conflicts Counsel Agreement for an additional one (1) year period (4th Option) commencing on December 1, 2019, and expiring on November 30, 2020, under the same terms and conditions as set forth in the Conflicts Counsel Agreement.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of GIAA hereby extends the term of the Conflicts Counsel Agreement for an additional one (1) year period commencing on December 1, 2019, under the same terms and conditions as set forth in the Conflicts Counsel Agreement.

F. Ratification of Quarterly Travel

Executive Manager Ada presented the quarterly travel report from July to September 2019 for ratification by the Board.

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

Resolution No. 20-10

The Board hereby ratifies the FY2019 4th quarter travel report from July to September 2019 as presented.

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 Ada. The report included brief updates on Airport operations, CIPs and Regulatory updates.

8. REPORT OF THE COMPTROLLER

Mr. John Rios reported on the revenues and expenses of the Authority as of **September 30, 2019**. Mr. Rios reported that year-to-date Total Signatory Revenues are above budgeted revenues by **1.3%**, year-to-date Total Concession Revenues and Passenger Facility Charges are below budget by **-8.8%** and **-0.7%**, respectively. Year-to-date Total Other Revenues, inclusive of non-signatory and non-airline revenues are below the budget estimate by **-8.7%**. Year-to-date Total Operating Revenues Actual of **$76.2M** is **-3.7%** below the budget estimate of **$79.2M**. Year-to-date Total Operating Expenses are below budget by **-5.4%**. Components of this line

item include a **-4.4%** decrease in Personnel Service, a **-2.5%** decrease in Contractual Services, a **-44.8%** decrease in Materials & Supplies and a **-73.3%** decrease in Equipment/Furnishings from budgeted amounts for these respective categories. The actual year-to-date Net Revenues from Operations of **$30.2M** reflects a decrease of **-1.0%** over the year-to-date budgeted amount of **$30.4M**. Mr. Rios reported that the year-to-date Debt Service Coverage is at **1.45** versus the requirement of **1.25.**

9. EXECUTIVE SESSION

Legal counsel announced that there would be no Executive Session.

10. PUBLIC COMMENTS

There were no Public Comments.

At this time Director Belanger brought up an issue on receiving per diem for travel, and asked that this be issued in a more timely manner. Director Belanger asked that Management take a look at the travel policy for payment of per diem and processing of visas. Director Weakly noted that potential travel should be presented at Board meetings. Brief discussion followed.

11. ADJOURNMENT

Motion to adjourn duly made by Director Alcorn, seconded by Director Tainatongo; motion unanimously passed. The meeting was adjourned at 5:10 p.m.

Dated this _____, day of _____, 2019.

Attest:

Brian J. Bamba
Chairman

Donald I. Weakley
Board Secretary

Prepared and Submitted By:

Amanda O'Brien-Rios
Corresponding Secretary

ANTONIO B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM ("GIAA")

TIMEKEEPING AND ATTENDANCE SYSTEM POLICY

PURPOSE: The purpose of the Timekeeping and Attendance System Policy (the "Policy") is to outline the timekeeping policies of the Antonio B. Won Pat International Airport Authority, Guam ("GIAA"). It is the objective of the Board of Directors and the Executive Manager of GIAA to ensure efficient time reporting and accountability of employee pay and benefits through utilization of a timekeeping and attendance system. GIAA's Timekeeping and Attendance System (the "Timekeeping System") is an electronic time tracking system that allows GIAA to accurately record, track, and report employee information in real time. This allows employees to accurately monitor and keep track of their time and enables GIAA to efficiently process employee time worked and leave taken for payroll purposes. The following procedures and guidelines have been created to ensure accurate recordkeeping and compliance with the Policy.

COMPLIANCE: All GIAA employees must comply with the Policy. Non-exempt employees must accurately record time worked in accordance with this Policy. All employees must accurately record time away from work in accordance with this Policy. In addition, employees tasked with responsibilities under this Policy are required to comply with this Policy. The failure of an employee to comply with the Policy may result in disciplinary action in accordance with Chapter 11 of the GIAA Personnel Rules and Regulations.

AUTHORITY: This Policy shall be guided by the following:

A. GIAA Personnel Rules and Regulations promulgated on July 29, 1998;
B. GIAA Personnel Rules and Regulations for Aviation-Related Positions Unique to Airport Operations and Certified, Technical and Professional Employees effective on October 1, 2008;
C. Equal Employment Opportunity programs pursuant to guidelines of the Civil Service Commission;
D. Federal and Guam Fair Labor Standards Acts;
E. Guam Code Annotated, Title 4, Chapter 4 and Chapter 6;
F. Overtime Compensation Memorandum for Airport Police Employees dated August 18, 2006; and
G. Call Back Pay Policy dated July 19, 1999.

OFFICIAL TIME OF RECORD: The Timekeeping System is the official timekeeping software for all employees. In order to ensure consistency of treatment for all employees, the data recorded in the Timekeeping System shall be considered as the "official" record of the workday at GIAA. Any dispute over actual hours worked, attendance or leave will be resolved by referring to the Timekeeping System records, unless otherwise covered by this Policy. GIAA is required by law to keep detailed records of time and payments for all employees. The Timekeeping System is used to record all hours worked for non-exempt employees.

ASSIGNMENT OF TIME CLOCK: The Timekeeping System operates by a biometric fingerprint system. GIAA employees shall be assigned a time clock by the Personnel Section to "clock in" and "clock out" of the Timekeeping System and to view time worked.

Adopted: Board Resolution No. _____, [Date]

DAILY CLOCK IN/OUT REQUIREMENTS: It is a job requirement that all non-exempt employees must clock in and clock out at the start of their shift and at the end of their shift. Employees are expected to clock in and out at their regularly scheduled times, when reporting on a non-scheduled workday (e.g., holiday, weekend, etc.), or when called back to perform emergency work. Employees must clock in no earlier than fourteen (14) minutes prior to the start of an employee's work schedule and no later than fourteen (14) minutes after the end of the employee's work schedule.

LUNCH PERIOD: All non-exempt employees must clock in and clock out at the beginning and at the end of their scheduled lunch period, i.e., scheduled thirty (30) minute lunch period or scheduled one (1) hour lunch period. The lunch period is considered unpaid time.

UNREPORTED HOURS: All hours worked must be reported using the Timekeeping System. Any time spent working while not clocked in, or "working off the clock," is strictly prohibited. Employees are required to clock in before performing any work and to clock out after all authorized work is stopped. Employees that under report or fail to report hours worked may be subject to disciplinary action. Examples of "working off the clock" may include:

- Forgetting to clock in or clock out
- Voluntarily continuing to work at the end of regular working hours
- Taking work home to complete on the weekend or in the evening
- Working while away from the workplace (i.e., checking, reading or reviewing work-related emails or listening to work-related messages)
- Answering phones, emails or attending to work while on your lunch period

Once an employee has clocked in, the employee is responsible for starting work. When a shift has been completed, it is the employee's responsibility to clock out. Employees conducting personal business or simply not working while clocked in may be considered "riding the clock" and may be subject to disciplinary action.

CLOCK PROBLEMS: If an employee is unable to clock in or clock out at his/her designated time clock because of a system malfunction or under other limited conditions (e.g., off-site training), it is the employee's responsibility to immediately inform his/her supervisor and to complete the **Timesheet Adjustment Form** so that time worked can be manually entered. If the correction is needed for a workweek that has already closed, the **Timesheet Adjustment Form** must be submitted to the Division Head so the error can be manually corrected.

DISPUTES OVER TIME CLOCKED IN OR OUT: In the event an employee has a dispute over time that was clocked in or clocked out, the employee should bring it to the attention of his/her supervisor immediately for resolution. The Timekeeping System tracking system provides a log to assist in validating times of all employee check ins/outs. Any dispute that cannot be resolved using the electronic logs should immediately be reported to the Division Head for resolution.

FALSIFICATION, TAMPERING AND UNAUTHORIZED VIEWING: The following infractions are prohibited and are considered severe:

- Any attempt to tamper with Timekeeping System hardware or software
- Clocking in or out for another employee

- Unauthorized viewing of another employee's time in the Timekeeping System

Employees committing these infractions may be subject to disciplinary action.

OVERTIME: Unauthorized overtime is prohibited. Employees shall be paid overtime in accordance with Chapter 7 of the GIAA Personnel Rules and Regulations and the Overtime Compensation Memorandum for Airport Police Employees, as applicable.

RESPONSIBILITIES: The following are responsibilities of GIAA employees under the Policy.

1. EXECUTIVE MANAGER RESPONSIBILITY:

A. Ensure enforcement of this Policy and applicable statutes, rules and regulations.
B. Ensure that employees are trained and notified about this Policy and any changes thereafter.
C. Exercise and provide leadership in personnel matters.
D. Ensure that each employee is provided a copy of this Policy.

2. PERSONNEL SECTIONRESPONSIBILITY:

A. Update the Employee Master File for each employee.
B. Load and maintain employee information in the Timekeeping System.
C. Disseminate the Policy to employees upon implementation and upon hire.
D. Schedule initial training for employees on the Timekeeping System.
E. Assign employees a time clock for the purpose of timing in/out ofthe Timekeeping System.
F. Coordinate pay guidelines for unanticipated events (e.g., typhoons, special holidays, etc.) for entry by the MIS Section and Accounting Division.

3. MIS SECTION RESPONSIBILITY:

A. Maintain the integrity of the Employee Master File.
B. Provide system and technical support.
C. Provide exception reports as requested by the Executive Manager, Personnel Section, Accounting Division, and Division Heads.
D. Provide initial and recurrent training as well as training on an as-needed basis.
E. Troubleshoot payroll issues related to the Timekeeping System.

4. ACCOUNTING DIVISION RESPONSIBILITY:

A. Review, approve and finalize all employee Timekeeping System time records.
B. Upload time records and interface the time records to the Timekeeping System to complete the payroll process.

5. DIVISION HEAD RESPONSIBILITY:

A. Disseminate all updated Timekeeping System information to employees.
B. Approve/disapprove an employee's leave request no later than each Monday at 12:00 p.m.
C. Report any concerns or issues with the Timekeeping System to the MIS Section.
D. Assign a timekeeper for their Division.
E. Resolve any disputes over time clocked in or out.

6. SUPERVISOR RESPONSIBILITY:

A. Assist employees with clock problems and ensure employees complete the **Timesheet Adjustment Form** so that time can be manually entered.

B. Assist employees to resolve any disputes over time clocked in or out.
C. In the event a dispute cannot be resolved at the supervisor's level, immediately report the dispute to the Division Head for resolution.
D. Ensure that an employee's leave entry request is complete with proper supporting documents.
E. Assist employees by answering questions about the Policy.

7. EMPLOYEE RESPONSIBILITY:

A. Exercise honesty and integrity when utilizing a time clock.
B. Understand and comply with the Policy.
C. Utilize the time clock assigned to the employee for the purpose of timing in/out of the Timekeeping System.
D. Must clock in/out to accurately record the time they begin and end work, as well as be paid properly.
E. Must clock in no earlier than fourteen (14) minutes prior to the start of the employee's work schedule and no later than fourteen (14) minutes after the end of the employee's work schedule.
F. Must clock in/out the beginning and ending of each scheduled lunch period, i.e., scheduled thirty (30) minute lunch period or scheduled one (1) hour lunch period.
G. Must clock in/out when reporting to work on a non-scheduled workday (e.g., holiday, weekend, etc.) or when called back to perform emergency work.
H. Immediately report any discrepancy in time entries to his/her supervisor.
I. Verify time entry on a daily basis to certify the accuracy of all time recorded.
J. Ensure that leave entry requests are complete with proper supporting documents timely submitted to the employee's supervisor.

8. TIMEKEEPERS RESPONSIBILITY:

A. Enter employees' work schedules every pay period pursuant to the instructions of the Division Head.
B. Verify employee time entry on a daily basis and make appropriate adjustments as required.
C. Ensure adjustments and comments on an employee's time entry are accurate and approved by the Division Head.
D. Notify the Division Head if there are changes or discrepancies to an employee's time records due to unscheduled time entries.
E. Verify that leave entry requests, overtime, and other time records are supported with proper corresponding documents.
F. Verify time entries for holidays.
G. Immediately notify the MIS Section if an employee encounters a problem with his/her fingerprint/scan.

QUESTIONS: If employees have any questions regarding this Policy, they should direct their questions to their supervisor.

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

EXECUTIVE SUMMARY

INVITATION FOR BID

JANITORIAL AND MAINTENANCE SERVICES
IFB NO. GIAA-002-FY20

January 17, 2020

Purpose

Board action is requested to approve the bid award for Janitorial and Maintenance Services under the Invitation for Bid No. GIAA-002-FY19.

Background

The bid was solicited for the provision of janitorial services at the following GIAA designated service areas of the A.B. Won Pat International Airport, Guam's main terminal: Basement Level, Apron Level, GIAA Offices & Other Areas, Transportation Security Administration (TSA) Offices & Facilities, and International Arrivals Corridor.

Bidders were invited to provide alternate bids as follows: For Alternate Bid A, bids shall be submitted for each service area; for Alternate Bid B, bidders must submit a lump sum bid for all service areas combined.

The contract will be awarded to the responsible bidder(s) with the lowest comprehensive and responsive bid amounts of either the two alternate bids. 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 solicitation announcement was advertised through the local newspapers on November 29 and December 2, 13, and 27, 2020. The bid submission deadline was established for January 9, 2020 at 2:00 p.m. and bid opening took place at 2:15 p.m. on the same day.

Thirty (30) firms and/or individuals purchased or downloaded the bid package and seven (7) firms submitted a bid before the submission deadline. As required by the Procurement Rules and Regulations, the bid was publicly opened and read aloud by GIAA procurement staff in the presence of the bidders.

The bids submitted are presented below in the order they were received and opened:

Bidder: Advance Management, Inc.

	Bid Item No. / Service Area	Bid Amount (for 12 months)
Alternate Bid A	1) Basement Level	$328,161.00
	2) Apron Level	$375,224.00
	3) GIAA Offices & Other Areas	$178.997.00
	4) TSA Offices & Facilities	$238,662.00
	5) International Arrivals Corridor	$119,331.00
Alternate Bid B	*All Service Areas (1+2+3+4+5)*	$1,148,495.00
Bidder: Guam Cleaning Masters		
Alternate Bid A	1) Basement Level	$162,988.32
	2) Apron Level	$295.830.15
	3) GIAA Offices & Other Areas	$52,000.00
	4) TSA Offices & Facilities	$52,000.00
	5) International Arrivals Corridor	$53,000.00
Alternate Bid B	*All Service Areas (1+2+3+4+5)*	$564,9925.29
Bidder: ABM Aviation, Inc.		
Alternate Bid A	1) Basement Level	NO BID
	2) Apron Level	NO BID
	3) GIAA Offices & Other Areas	NO BID
	4) TSA Offices & Facilities	NO BID
	5) International Arrivals Corridor	NO BID
Alternate Bid B	*All Service Areas (1+2+3+4+5)*	$2,446,798.63
Bidder: K Cleaning Services		
Alternate Bid A	1) Basement Level	$408,000.00
	2) Apron Level	$348,000.00
	3) GIAA Offices & Other Areas	$57,600.00
	4) TSA Offices & Facilities	$60,000.00
	5) International Arrivals Corridor	$108,000.00
Alternate Bid B	*All Service Areas (1+2+3+4+5)*	$950,000.00
Bidder: JJ Global Services		
Alternate Bid A	1) Basement Level	$379,484.00
	2) Apron Level	$379,855.00
	3) GIAA Offices & Other Areas	$38,847.00
	4) TSA Offices & Facilities	$49,222.00
	5) International Arrivals Corridor	$265,652.00
Alternate Bid B	*All Service Areas (1+2+3+4+5)*	$1,001,420.00
Bidder: Unique Pacific Resources		
	1) Basement Level	$364,800.00

Alternate Bid A	2) Apron Level	NO BID
	3) GIAA Offices & Other Areas	NO BID
	4) TSA Offices & Facilities	NO BID
	5) International Arrivals Corridor	NO BID
Alternate Bid B	*All Service Areas (1+2+3+4+5)*	NO BID
Bidder: G-Crew Maintenance		
Alternate Bid A	1) Basement Level	$274,950.00
	2) Apron Level	$284,994.00
	3) GIAA Offices & Other Areas	$38,896.00
	4) TSA Offices & Facilities	$39,840.00
	5) International Arrivals Corridor	$129,850.00
Alternate Bid B	*All Service Areas (1+2+3+4+5)*	$767,293.50

The lowest Alternate Bid B total bid is lower than the total of the lowest bids submitted for Alternate Bid A. The lowest Alternate Bid B bid was submitted by Guam Cleaning Masters in the amount of $564,992.29 per year.

Legal Review

Upon approval of award, the contract will be processed through the issuance of a contract & subject to legal review.

Financial Review

The total contract award for this bid is a total annual cost of $564,992.29 per year for a term of three (3) years with two (2) one-year option years, not to exceed five (5) years, to **be exercised at GIAA's sole discretion.** Funding for this contract is available under the Property & Facilities Division O&M Budget.

Recommendation

Management recommends the contract award in the amount of $564,992.29 per year for all service areas with a contract term of three (3) years with two (2) one-year option years to Guam Cleaning Masters, who has been determined to have met the standards of responsibility and responsiveness outlined in the Guam Procurement Law and Regulations.

A.B. WON PAT INTERNATIONAL AIRPORT GUAM
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Tamuning, GU 96931
Tel (671) 646-0300
Fax (671) 646-8823
www.guamairport.com

WE'RE ON IT 24/7

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January 16, 2020

MEMORANDUM

TO: Thomas C. Ada
Executive Manager

VIA: Jean M. Arriola
Airport Services Manager

FROM: Supply Management Administrator, *Acting*

SUBJECT: **BID EVALUATION AND RECOMMENDATION – INVITATION FOR BID**
IFB NO. GIAA-002-FY20: JANITORIAL AND MAINTENANCE SERVICES

Procurement Background:
The above referenced Invitation for Bid was publicly announced through the local newspaper on November 29 and December 2, 13, and 27, 2019. The bid submission deadline was January 9, 2020 at 2:00 p.m. and bid opening took place at 2:15 p.m. the same day.

Thirty (30) firms and/or individuals purchased or downloaded the bid package and seven (7) firms submitted a bid prior to the bid submission deadline. The bids were opened publicly and were read aloud by the Supply Management Administrator, *Acting*, 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: Advance Management, Inc.		
Alternate Bid A	**Bid Item No. / Service Area**	**Bid Amount (for 12 months)**
	1) Basement Level	$328,161.00
	2) Apron Level	$375,224.00
	3) GIAA Offices & Other Areas	$178.997.00
	4) TSA Offices & Facilities	$238,662.00
	5) International Arrivals Corridor	$119,331.00
Alternate Bid B	*All Service Areas (1+2+3+4+5)*	$1,148,495.00
Bidder: Guam Cleaning Masters		
Alternate Bid A	1) Basement Level	**$162,988.32**
	2) Apron Level	$295.830.15
	3) GIAA Offices & Other Areas	$52,000.00
	4) TSA Offices & Facilities	$52,000.00

AMERICAN ASSOCIATION OF AIRPORT EXECUTIVES
AIRPORTS COUNCIL INTERNATIONAL
NASAO National Association of State Aviation Officials
TIACA THE INTERNATIONAL AIR CARGO ASSOCIATION

	5) International Arrivals Corridor	**$53,000.00**
Alternate Bid B	*All Service Areas (1+2+3+4+5)*	**$564,992.29**
Bidder: ABM Aviation, Inc.		
Alternate Bid A	1) Basement Level	NO BID
	2) Apron Level	NO BID
	3) GIAA Offices & Other Areas	NO BID
	4) TSA Offices & Facilities	NO BID
	5) International Arrivals Corridor	NO BID
Alternate Bid B	*All Service Areas (1+2+3+4+5)*	$2,446,798.63
Bidder: K Cleaning Services		
Alternate Bid A	1) Basement Level	$408,000.00
	2) Apron Level	$348,000.00
	3) GIAA Offices & Other Areas	$57,600.00
	4) TSA Offices & Facilities	$60,000.00
	5) International Arrivals Corridor	$108,000.00
Alternate Bid B	*All Service Areas (1+2+3+4+5)*	$950,000.00
Bidder: JJ Global Services		
Alternate Bid A	1) Basement Level	$379,484.00
	2) Apron Level	$379,855.00
	3) GIAA Offices & Other Areas	**$38,847.00**
	4) TSA Offices & Facilities	$49,222.00
	5) International Arrivals Corridor	$265,652.00
Alternate Bid B	*All Service Areas (1+2+3+4+5)*	$1,001,420.00
Bidder: Unique Pacific Resources		
Alternate Bid A	1) Basement Level	$364,800.00
	2) Apron Level	NO BID
	3) GIAA Offices & Other Areas	NO BID
	4) TSA Offices & Facilities	NO BID
	5) International Arrivals Corridor	NO BID
Alternate Bid B	*All Service Areas (1+2+3+4+5)*	NO BID
Bidder: G-Crew Maintenance		
Alternate Bid A	1) Basement Level	$274,950.00
	2) Apron Level	**$284,994.00**
	3) GIAA Offices & Other Areas	$38,896.00
	4) TSA Offices & Facilities	**$39,840.00**
	5) International Arrivals Corridor	$129,850.00
Alternate Bid B	*All Service Areas (1+2+3+4+5)*	$767,293.50

Alternate Bid A – Lowest Bids		
Bid Item No. / Service Area	**Bidder**	**Lowest Bid Amount (for 12 months)**
1) Basement Level	Guam Cleaning Masters	$162,988.32
2) Apron Level	G-Crew Maintenance	$284,994.00
3) GIAA Offices & Other Areas	JJ Global Services	$38,847.00
4) TSA Offices & Facilities	G-Crew Maintenance	$39,840.00
5) International Arrivals Corridor	Guam Cleaning Masters	$53,000.00
Total Amount of Alternate A Lowest Bid Amounts:		**$579,669.32**

Alternate Bid B – Lowest Bid		
Bid Item No. / Service Area	**Bidder**	**Lowest Bid Amount (for 12 months)**
All Service Areas (1+2+3+4+5)	Guam Cleaning Masters	**$564,992.29**

Alternate Bid A – Lowest Bids		
Bid Item No. / Service Area	**Bidder**	**Lowest Bid Amount (for 12 months)**
6) Basement Level	Guam Cleaning Masters	$162,988.32
7) Apron Level	G-Crew Maintenance	$284,994.00
8) GIAA Offices & Other Areas	JJ Global Services	$38,847.00
9) TSA Offices & Facilities	G-Crew Maintenance	$39,840.00
10) International Arrivals Corridor	Guam Cleaning Masters	$53,000.00
Alternate Bid A Lowest Bid Total:		**$579,669.32**

Alternate Bid B – Lowest Bid		
Bid Item No. / Service Area	**Bidder**	**Lowest Bid Amount (for 12 months)**
All Service Areas (1+2+3+4+5)	Guam Cleaning Masters	**$564,992.29**

Bid Analysis and Evaluation:

Pursuant to Section 12 of the Instructions to Bidders, the contract is to be awarded as follows:

If the Alternate Bid A Lowest Bid Total is lower than the Alternate Bid B Lowest Bid, then GIAA will award to the responsible and responsive bidder(s) who submits the lowest price bid for each Service Area. In such case, GIAA may award to up to five (5) different contractors.

If the Alternate Bid B Lowest Bid is lower than the Alternate Bid A Lowest Bid Total, then GIAA will award to the responsible and responsive bidder who submitted the lowest Alternate Bid B Lowest Bid. In such case, GIAA will award to only one (1) bidder.

To determine the responsiveness of bidders, the bid package specified the required documents that bidders must submit with their bid packages. The attached abstract illustrates the inventory of required documents and the bidder's submittal.

Advance Management, Inc.: The bidder submitted a copy of their current Guam Business License. The Bidder's Qualification Statement form included a list of 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.

Guam Cleaning Masters: The bidder submitted a copy of their current Guam Business License. The Bidder's Qualification Statement form included a list of 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.

ABM Aviation, Inc.: The bidder submitted a copy of their current Guam Business License. The Bidder's Qualification Statement form included a list of 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.

K Cleaning Services: The bidder submitted a copy of their current Guam Business License. The Bidder's Qualification Statement form included a list of 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 current Guam Business License. The Bidder's Qualification Statement form included a list of 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.

Unique Pacific Resources: The bidder submitted a copy of their current Guam Business License. The Bidder's Qualification Statement form included a list of projects within the last five years similar to the services solicited with resumes attached. Bidder failed to provide a bid security with their bid, therefore their bid was deemed non-responsive.

G-Crew Maintenance: The bidder submitted a copy of their current Guam Business License. The Bidder's Qualification Statement form included a list of 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.

Recommendation:

The Alternate Bid B Lowest Bid is lower than the Alternate Bid A Lowest Bid Total. Therefore, pursuant to Section 12 of the Instruction to Bidders of the IFB, the award of contract will be made to the **responsible, responsive bidder** who submitted the lowest Alternate Bid B. **Guam Cleaning Masters** is the lowest responsible, responsive bidder with a Total *Alternate Bid B* Price of **$564,992.29** per year for all GIAA designated service areas. The contract term is for three (3) years with two (2) one-year options, not to exceed five (5) years, to be exercised at the sole discretion of GIAA.

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

Henry M. Cruz

APPROVED:

THOMAS C. ADA
EXECUTIVE MANAGER

Attachment

cc: Admin / Procurement / Marketing

AFFIDAVIT DISCLOSING OWNERSHIP and COMMISSIONS

CITY OF _____)
) ss.
Hagatna)

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]:*

[X] 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
ALEX THOMAS	P.O BOX 9500 DEDEDO, GUAM 96929	100%

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 day 17th of November December, 2019.

_____
NOTARY PUBLIC
My commission expires 6/16/2020.

CAROLINA G. SERAFICA
NOTARY PUBLIC
In and for Guam, U.S.A.
My Commission Expires: JUNE. 16, 2020
424 W O'Brien Dr Ste 202 Hagatna, Guam 96910

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

Invitation for Bid. **GIAA-002-FY20**

IFB Name:

Janitorial and Maintenance Services

DESCRIPTION OF SUPPLIES OR SERVICES:
Janitorial and Maintenance Services for all GIAA Terminal Levels and other GIAA areas.

Antonio B. Won Pat
International Airport Authority, Guam
BID ABSTRACT
DETERMINATION FOR PROPOSER'S RESPONSIVENESS/RESPONSIBLENESS

Bid Submission Deadline: **9-Jan-20**
Opening Time: **2:15 PM**

No. of Packages Issued:

No. of Bids Received:

	BIDDER'S NAME	Bid Form	Bid Security for Alternate Bid (A)	Bid Security for Alternate Bid (B)	Affidavity Ownership & Commissions	Affidavity Non Collusion	Affidavit No Gratuities or Kickbacks	Affidavit - Contingent Fees	Affidavit - Ethical Standards	Declaration re Compliance with U.S. DOL Wage & Benefits	Designation of Subcontractors	Bidder's Qualification Statement	Bidder's Financial Statement	Title VI Solicitation Notice	Local Procurement Preference Application	Service-Disabled Veteran Owned Business Application	~~Executed~~ Contract	Guam Business License
1	~~Advance~~ Management	✓	BB Lic-BOBID 19-1022 5%		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓
2	Gu. Cleaning Masters	-	Lic. 15219-18 PB 5%		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
3	SBM Aviation Inc.	✓	CC#1019413493 $ 367,019.79		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	-	✓
4	K Cleaning Services	-	PB Cert. 190038-APB $ 150,000.-		-	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
5	JJ Global	✓	BB # 010920 5%		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
6	UPR	-			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
7	G Crew Maintenance	✓	BB 0003317424 EC#0003317411 $19,500.- 422,300.- EC0003317424 65,000.-		-	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
8			LL 0003317416 - 3,000.- LL 3831131 - 3,000.-															
9																		
10																		

I hereby certify that all bids received in response to this invitaiton were opened under my personal supervison, and that the names of all bidders have been entered hereon.

SIGNATURE

Henry M, Cruz, Supply Management Administrator

TABULATED BY:

SIGNATURE

FORM

Invitation for Bid. **GIAA-002-FY20**

IFB Name:

Janitorial and Maintenance Services

DESCRIPTION OF SUPPLIES OR SERVICES:
Janitorial and Maintenance Services for all GIAA Terminal Levels and other GIAA areas.

Antonio B. Won Pat
International Airport Authority, Guam
BID ABSTRACT
DETERMINATION FOR PROPOSER'S RESPONSIVENESS/RESPONSIBLENESS

Bid Submission Deadline: **9-Jan-20**
Opening Time: **2:15 PM**

No. of Packages Issued:
No. of Bids Received:

	BIDDER'S NAME	Special Reminder to Prospective Bidders	Acknowledgement Receipt Form	Acknowledgement of All Addenda (A, B, C, D, E & F)	Alternate Bid A Bid Item No. 1	Alternate Bid A Bid Item No. 2	Alternate Bid A Bid Item No. 3	Alternate Bid A Bid Item No. 4	Alternate Bid A Bid Item No. 5	PROCUREMENT USE ONLY
1	Advance Management	✓	✓	✓	328,161.00	375,224.00	178,997.00	238,662.00	119,231.00	☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED
2	Eu. Cleaning Masters	✓	✓	✓	162,988.32	295,830.15	$2,000.00	$2,000.00	$3,000.00	☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED
3	ABM Aviation Inc	✓	✓	✓	No Bid	No Bid	No Bid	No Bid	No Bid	☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED
4	K Cleaning Services	✓	✓	✓	408,000.00	348,000.00	$7,600.00	60,000.00	108,000.00	☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED
5	JJ Global	✓	✓	✓	379,484.00	379,855.00	38,847.00	49,222.00	265,652.00	☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED
6	UPR	✓	✓	✓	364,800.00	No Bid	No Bid	No Bid	No Bid	☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED
7	G Crew Maintenance	✓	✓	✓	274,950.00	284,994.00	38,896.00	39,840.00	129,850.00	☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED
8										☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED
9										☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED
10										☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED

I hereby certify that all bids received in response to this invitaiton were opened under my personal supervison, and that the names of all bidders have been entered hereon.

SIGNATURE

Henry M, Cruz, Supply Management Administrator

TABULATED BY:

SIGNATURE

Invitation for Bid. **GIAA-002-FY20**

IFB Name:

Janitorial and Maintenance Services

DESCRIPTION OF SUPPLIES OR SERVICES:
Janitorial and Maintenance Services for all GIAA Terminal Levels and other GIAA areas.

Antonio B. Won Pat
International Airport Authority, Guam
BID ABSTRACT
DETERMINATION FOR PROPOSER'S RESPONSIVENESS/RESPONSIBLENESS

Bid Submission Deadline: **9-Jan-20**
Opening Time: **2:15 PM**

No. of Packages Issued:

No. of Bids Received:

Alt. Bid B

	BIDDER'S NAME	~~Alternate Bid B Bid Item No. 6~~	~~Alternate Bid B Bid Item No. 7~~	~~Alternate Bid B Bid Item No. 8~~	~~Alternate Bid B Bid Item No. 9~~	~~Alternate Bid B Bid Item No. 10~~	Combined Bid Total (1+2+3+4+5)	Time & Date of Submission	PROCUREMENT USE ONLY
1	Advance Management						1,148,495.00	01/09/2020 8:15 AM	☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED
2	Gu. Cleaning Masters						564,992.29	01/09/2020 10:38 AM	☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED
3	ABM Aviation Inc.						2,446,798.63	01/09/2020 10:59 AM	☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED
4	K Cleaning Services						950,000.00	01/09/2020 11:17 AM	☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED
5	JJ Global						1,001,420.00	01/09/2020 1:25 PM	☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED
6	UPR						No Bid	01/09/2020 1:52 PM	☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED
7	G Crew Maintenance						767,293.50	01/09/2020 1:59 PM	☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED
8									☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED
9									☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED
10									☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED

I hereby certify that all bids received in response to this invitaiton were opened under my personal supervison, and that the names of all bidders have been entered hereon.

SIGNATURE

Henry M, Cruz, Supply Management Administrator

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

EXECUTIVE SUMMARY

INVITATION FOR BID

GROUNDS MAINTENANCE SERVICES
IFB NO. GIAA-003-FY20

January 17, 2020

Purpose

Board action is requested to approve the bid award for Grounds Maintenance Services under the Invitation for Bid No. GIAA-003-FY19.

Background

The IFB solicited grass cutting and maintenance services for the following GIAA designated service areas: 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 as follows: For Alternate Bid A, bids shall be submitted for each service areas; for Alternate Bid B, bidders must submit a lump sum bid for all service areas combined.

The contract will be awarded to the responsible bidder(s) with the lowest comprehensive and responsive bid amounts of either the two alternate bids. 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 solicitation announcement was advertised through the local newspapers on December 6, 10, and 16, 2020. The bid submission deadline was established for January 10, 2020 at 2:00 p.m. and bid opening took place at 2:15 p.m. on the same day.

Twenty-nine (29) firms and/or individuals purchased or downloaded the bid package and nine (9) firms submitted a bid before the submission deadline. As required by the Procurement Rules and Regulations, the bid was publicly opened and read aloud by GIAA procurement staff in the presence of the bidders.

The bids submitted are presented below in the order they were received and opened:

Bidder: Guam Cleaning Masters		
Alternate Bid A	Bid Item No. / Service Area	Bid Amount (for 12 months):
	1) Airport Operations (Secured Area)	$211.111.00
	2) North Tiyan, *Maga Haga* Highway (Non-Secured Area)	$99,999.99
	3) South Tiyan (Non-Secured Area)	$28,000.00
	4) Airport Industrial Park (Non-Secured Area)	$33,000.00
Alternate Bid B	*All Service Areas (1+2+3+4)*	$355,555.55
Bidder: GET, LLC.		
Alternate Bid A	1) Airport Operations (Secured Area)	NO BID
	2) North Tiyan, *Maga Haga* Highway (Non-Secured Area)	$141,372.00
	3) South Tiyan (Non-Secured Area)	$111,492.00
	4) Airport Industrial Park (Non-Secured Area)	$113,220.00
Alternate Bid B	*All Service Areas (1+2+3+4)*	NO BID
Bidder: K Cleaning Services		
Alternate Bid A	1) Airport Operations (Secured Area)	NO BID
	2) North Tiyan, *Maga Haga* Highway (Non-Secured Area)	$138,000.00
	3) South Tiyan (Non-Secured Area)	$62,000.00
	4) Airport Industrial Park (Non-Secured Area)	NO BID
Alternate Bid B	*All Service Areas (1+2+3+4)*	NO BID
Bidder: Service Management Corporation		
Alternate Bid A	1) Airport Operations (Secured Area)	$498,500.00
	2) North Tiyan, *Maga Haga* Highway (Non-Secured Area)	NO BID
	3) South Tiyan (Non-Secured Area)	NO BID
	4) Airport Industrial Park (Non-Secured Area)	NO BID
Alternate Bid B	*All Service Areas (1+2+3+4)*	NO BID
Bidder: Unique Pacific Resources		
Alternate Bid A	1) Airport Operations (Secured Area)	NO BID
	2) North Tiyan, *Maga Haga* Highway (Non-Secured Area)	$79,980.80
	3) South Tiyan (Non-Secured Area)	$27,890.80
	4) Airport Industrial Park (Non-Secured Area)	$88,980.80
Alternate Bid B	*All Service Areas (1+2+3+4)*	NO BID
Bidder: JJ Global Services		
	1) Airport Operations (Secured Area)	$184,949.00

Alternate Bid A	2) North Tiyan, *Maga Haga* Highway (Non-Secured Area)	$94,499.00
	3) South Tiyan (Non-Secured Area)	$27,700.00
	4) Airport Industrial Park (Non-Secured Area)	$31,999.00
Alternate Bid B	*All Service Areas (1+2+3+4)*	$289,485.00
Bidder: Maids To Order, Inc.		
Alternate Bid A	1) Airport Operations (Secured Area)	NO BID
	2) North Tiyan, *Maga Haga* Highway (Non-Secured Area)	$80,388.00
	3) South Tiyan (Non-Secured Area)	$60,984.00
	4) Airport Industrial Park (Non-Secured Area)	$73,180.80
Alternate Bid B	*All Service Areas (1+2+3+4)*	NO BID
Bidder: G-Crew Maintenance		
Alternate Bid A	1) Airport Operations (Secured Area)	NO BID
	2) North Tiyan, *Maga Haga* Highway (Non-Secured Area)	$104,995.00
	3) South Tiyan (Non-Secured Area)	$49,895.00
	4) Airport Industrial Park (Non-Secured Area)	$59,895.00
Alternate Bid B	*All Service Areas (1+2+3+4)*	NO BID
Bidder: The Pit, LLC.		
Alternate Bid A	1) Airport Operations (Secured Area)	$263,874.25
	2) North Tiyan, *Maga Haga* Highway (Non-Secured Area)	$75,145.58
	3) South Tiyan (Non-Secured Area)	$43,182.76
	4) Airport Industrial Park (Non-Secured Area)	$81,201.00
Alternate Bid B	*All Service Areas (1+2+3+4)*	$463,403.59

The lowest Alternate Bid B total bid is lower than the total of the lowest bids submitted for Alternate Bid A. The lowest Alternate Bid B bid was submitted by JJ Global Services in the amount of $289,485.00 per year.

Legal Review

Upon approval of award, the contract will be processed through the issuance of a contract & subject to legal review.

Financial Review

The total contract award for this bid is $289,485.00 per year for a term of three (3) years with two (2) one-**year option years, not to exceed five (5) years, to be exercised at GIAA's** sole discretion. Funding for this contract is available under the Property & Facilities Division O&M Budget.

Recommendation

Management recommends the contract award in the amount of $289,485.00 per year for all service areas with a contract term of three (3) years with two (2) one-year option years to JJ Global Services, who has been determined to have met the standards of responsibility and responsiveness outlined in the Guam Procurement Law and Regulations.

A.B. WON PAT INTERNATIONAL AIRPORT GUAM
ATURIDAT PUETTON BATKON AIREN GUAHAN ENTENASIONAT
P.O. Box 8770
Tamuning, GU 96931
Tel (671) 646-0300
Fax (671) 646-8823
www.guamairport.com

WE'RE ON IT 24/7

75th Guam Liberation — A Legacy of Peace and Friendship

January 16, 2020

MEMORANDUM

TO: Thomas C. Ada
Executive Manager

VIA: Jean M. Arriola
Airport Services Manager

FROM: Supply Management Administrator, *Acting*

SUBJECT: **BID EVALUATION AND RECOMMENDATION – INVITATION FOR BID**
IFB NO. GIAA-003-FY20: GROUNDS MAINTENANCE SERVICES

Procurement Background:
The above referenced Invitation for Bid was publicly announced through the local newspaper on December 6, 10, and 16, 2020. 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.

Twenty-nine (29) firms and/or individuals purchased or downloaded the bid package and nine (9) firms submitted a bid prior to the bid submission deadline. The bids were opened publicly and read aloud by the Supply Management Administrator, *Acting*, 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: Guam Cleaning Masters		
	Bid Item No. / Service Area	**Bid Amount (for 12 months):**
Alternate Bid A	1) Airport Operations (Secured Area)	$211.111.00
	2) North Tiyan, *Maga Haga* Highway (Non-Secured Area)	$99,999.99
	3) South Tiyan (Non-Secured Area)	$28,000.00
	4) Airport Industrial Park (Non-Secured Area)	$33,000.00
Alternate Bid B	*All Service Areas (1+2+3+4)*	$355,555.55
Bidder: GET, LLC.		
Alternate Bid A	1) Airport Operations (Secured Area)	NO BID
	2) North Tiyan, *Maga Haga* Highway (Non-Secured Area)	$141,372.00
	3) South Tiyan (Non-Secured Area)	$111,492.00
	4) Airport Industrial Park (Non-Secured Area)	$113,220.00

AMERICAN ASSOCIATION OF AIRPORT EXECUTIVES
AIRPORTS COUNCIL INTERNATIONAL
NASAO National Association of State Aviation Officials
TIACA THE INTERNATIONAL AIR CARGO ASSOCIATION

Alternate Bid B	*All Service Areas (1+2+3+4)*	NO BID
Bidder: K Cleaning Services		
Alternate Bid A	1) Airport Operations (Secured Area)	NO BID
	2) North Tiyan, *Maga Haga* Highway (Non-Secured Area)	$138,000.00
	3) South Tiyan (Non-Secured Area)	$62,000.00
	4) Airport Industrial Park (Non-Secured Area)	NO BID
Alternate Bid B	*All Service Areas (1+2+3+4)*	NO BID
Bidder: Service Management Corporation		
Alternate Bid A	1) Airport Operations (Secured Area)	$498,500.00
	2) North Tiyan, *Maga Haga* Highway (Non-Secured Area)	NO BID
	3) South Tiyan (Non-Secured Area)	NO BID
	4) Airport Industrial Park (Non-Secured Area)	NO BID
Alternate Bid B	*All Service Areas (1+2+3+4)*	NO BID
Bidder: Unique Pacific Resources		
Alternate Bid A	1) Airport Operations (Secured Area)	NO BID
	2) North Tiyan, *Maga Haga* Highway (Non-Secured Area)	$79,980.80
	3) South Tiyan (Non-Secured Area)	$27,890.80
	4) Airport Industrial Park (Non-Secured Area)	$88,980.80
Alternate Bid B	*All Service Areas (1+2+3+4)*	NO BID
Bidder: JJ Global Services		
Alternate Bid A	1) Airport Operations (Secured Area)	**$184,949.00**
	2) North Tiyan, *Maga Haga* Highway (Non-Secured Area)	$94,499.00
	3) South Tiyan (Non-Secured Area)	**$27,700.00**
	4) Airport Industrial Park (Non-Secured Area)	**$31,999.00**
Alternate Bid B	*All Service Areas (1+2+3+4)*	**$289,485.00**
Bidder: Maids To Order, Inc.		
Alternate Bid A	1) Airport Operations (Secured Area)	NO BID
	2) North Tiyan, *Maga Haga* Highway (Non-Secured Area)	$80,388.00
	3) South Tiyan (Non-Secured Area)	$60,984.00
	4) Airport Industrial Park (Non-Secured Area)	$73,180.80
Alternate Bid B	*All Service Areas (1+2+3+4)*	NO BID
Bidder: G-Crew Maintenance		
Alternate Bid A	1) Airport Operations (Secured Area)	NO BID
	2) North Tiyan, *Maga Haga* Highway (Non-Secured Area)	$104,995.00
	3) South Tiyan (Non-Secured Area)	$49,895.00
	4) Airport Industrial Park (Non-Secured Area)	$59,895.00
Alternate Bid B	*All Service Areas (1+2+3+4)*	NO BID

Bidder: The Pit, LLC.		
Alternate Bid A	1) Airport Operations (Secured Area)	$263,874.25
	2) North Tiyan, *Maga Haga* Highway (Non-Secured Area)	**$75,145.58**
	3) South Tiyan (Non-Secured Area)	$43,182.76
	4) Airport Industrial Park (Non-Secured Area)	$81,201.00
Alternate Bid B	*All Service Areas (1+2+3+4)*	$463,403.59

Alternate Bid A – Lowest Bids		
Bid Item No. / Service Area	**Bidder**	**Lowest Bid Amount (for 12 months)**
1) Airport Operations (Secured Area)	JJ Global Services	$184,949.00
2) North Tiyan, *Maga Haga* Highway (Non-Secured Area)	The Pit, LLC.	$75,145.58
3) South Tiyan (Non-Secured Area)	JJ Global Services	$27,700.00
4) Airport Industrial Park (Non-Secured Area)	JJ Global Services	$31,999.00
Alternate Bid A Lowest Bid Total:		**$319,793.58**
Alternate Bid B – Lowest Bid		
Bid Item No. / Service Area	**Bidder**	**Lowest Bid Amount (for 12 months)**
All Service Areas (1+2+3+4+5)	JJ Global Services	**$289,485.00**

Bid Analysis and Evaluation:
Pursuant to Section 12 of the Instructions to Bidders, the contract is to be awarded as follows:

If the Alternate Bid A Lowest Bid Total is lower than the Alternate Bid B Lowest Bid, then GIAA will award to the responsible and responsive bidder(s) who submits the lowest price bid for each Service Area. In such case, GIAA may award to up to four (4) different contractors.

If the Alternate Bid B Lowest Bid is lower than the Alternate Bid A Lowest Bid Total, then GIAA will award to the responsible and responsive bidder who submitted the lowest Alternate Bid B Lowest Bid. In such case, GIAA will award to only one (1) bidder.

To determine the responsiveness of bidders, the bid package specified the required documents that bidders must submit with their bid packages. The attached abstract illustrates the inventory of required documents and the bidder's submittal.

Guam Cleaning Masters: The bidder submitted a copy of their current Guam Business License. The Bidder's Qualification Statement form included a list of 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.

GET, LLC.: The bidder submitted a copy of their current Guam Business License. The Bidder's Qualification Statement form included a list of 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.

K Cleaning Services.: The bidder submitted a copy of their current Guam Business License. The Bidder's Qualification Statement form included a list of 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.

Service Management Corporation: The bidder submitted a copy of their current Guam Business License. The Bidder's Qualification Statement form included a list of 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.

Unique Pacific Resources: The bidder submitted a copy of their current Guam Business License. The Bidder's Qualification Statement form included a list of 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 current Guam Business License. The Bidder's Qualification Statement form included a list of 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.

Maids To Order, Inc.: The bidder submitted a copy of their current Guam Business License. The Bidder's Qualification Statement form included a list of 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.

G-Crew Maintenance: The bidder submitted a copy of their current Guam Business License. The Bidder's Qualification Statement form included a list of 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.

The Pit, LLC.: The bidder submitted a copy of their current Guam Business License. The Bidder's Qualification Statement form included a list of 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.

Recommendation:
The Alternate Bid B Lowest Bid is lower than the Alternate Bid A Lowest Bid Total. Therefore, pursuant to Section 12 of the Instruction to Bidders of the IFB, the award of contract will be made to the **lowest responsible, responsive bidder** who submitted the lowest Alternate Bid B. **JJ Global Services** is the lowest responsible, responsive bidder with a Total *Alternate Bid B* Price of **$289,485.00** per year to service all GIAA designated Service Areas. The contract term is for three (3) years with two (2) one-year options, not to exceed five (5) years, to be exercised at the sole discretion of GIAA.

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

Henry M. Cruz

APPROVED:

THOMAS C. ADA
EXECUTIVE MANAGER

Attachment

cc: Admin / Procurement / Properties & Facilities

AFFIDAVIT DISCLOSING OWNERSHIP and COMMISSIONS

CITY OF Harmon)
) 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
Luis E. Bustamante	215 Rojas St. Suite 126A Harmon, Guam 96921	100%

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

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.

Rosemarie Sneed Power of Attorney on behalf for Luis E. Bustamante
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 day 21st of Dec., 2019.

Barbara C Salas
NOTARY PUBLIC
My commission expires Dec 20, 2022.

BARBARA C. SALAS
NOTARY PUBLIC
In and for Guam, U.S.A.
My Commission Expires: DEC. 20, 2022
[illegible] Bangada, Guam 96921

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

Invitation for Bid No: **GIAA-003-FY20**

IFB Name:

Grounds Maintenance Services

DESCRIPTION OF SUPPLIES OR SERVICES:
Grass Cutting and Maintenance Services for GIAA designated service areas.

Antonio B. Won Pat
International Airport Authority, Guam
BID ABSTRACT
DETERMINATION FOR BIDDER'S RESPONSIVENESS / RESPONSIBLENESS

Bid Submission Deadline: **10-Jan-20**
Opening Time: **2:15 PM**

No. of Packages Issued:

No. of Bids Received:

	BIDDER'S NAME	Bid Form	Bid Security for Alternate Bid (A)	Bid Security for Alternate Bid (B)	Affidavit Disclosing Ownership & Commissions	Affidavit re Non-Collusion	Affidavit re No Gratuities or Kickbacks	Affidavit re Contingent Fees	Affidavit re Ethical Standards	Declaration re Compliance with U.S. DOL Wage & Benefits Determination	Designation of Subcontractors	Bidder's Qualification Statement	Bidder's Financial Statement	Title VI Solicitation Notice	Local Procurement Preference Application	Service-Disabled Veteran Owned Business Application	Form Contact (Signed)	Guam Business License
1	Gu. Cleaning Masters	-	BB LIC. 15224-B 5%		✓	✓	-	✓	✓	-	✓	-	-	-	✓	✓		✓
2	Get, LLC	-	CC#10042S9 $5,000.-		✓	✓	✓	✓	✓	✓	-	-	-	-	-	-		
3	K Cleaning Services	-	BB. CK1. 198042-APB 30,000.-		-	✓	✓	-	-	-	✓	✓	-	-	✓	✓	-	
4	Service Mgmt. Corp.	-	BB. LIC. 15225. B 5%		✓	✓	✓	✓	✓	✓	-	-	-	✓	✓	-	-	-
5	Unique Pacific Resources	-	CC 10042715 $5,000.-		✓	✓	✓	✓	✓	-	-	✓	✓	-	✓	✓	-	
6	JJ Global	✓	BB 010220-1 5%		✓	✓	✓	✓	✓	✓	✓	-	✓	✓	✓	-	✓	-
7	MTO Maint.	-	BB CK1. 200001-APB 160,914.60		✓	✓	✓	✓	✓	-	-	-	-	✓	✓	✓	-	
8	G Crew Maintenance	-	CC 000331747 32,300.00			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	-	✓
9	The Pit, LLC	✓	C-2286966 4 $45,000.-		✓	✓	✓	-	-	✓	-	-	✓	✓	✓	-	-	-
10																		

I hereby certify that all bids received in response to this invitaiton were opened under my personal supervison, and that the names of all bidders have been entered hereon.

SIGNATURE

Henry M. Cruz, Supply Management Administrator

TABULATED BY:

SIGNATURE

Invitation for Bid. **GIAA-003-FY20**

IFB Name:

Grounds Maintenance Services

DESCRIPTION OF SUPPLIES OR SERVICES:
Grass Cutting and Maintenance Services for GIAA designated service areas.

Antonio B. Won Pat
International Airport Authority, Guam
BID ABSTRACT
DETERMINATION FOR BIDDER'S RESPONSIVENESS/RESPONSIBLENESS

Bid Submission Deadline:
10-Jan-20
Opening Time:
2:15 PM

No. of Packages Issued:

No. of Bids Received:

	BIDDER'S NAME	Special Reminder to Prospective Bidders	Acknowledgement of Receipt Form (IFB)	Acknowledgement of All Addenda (A, B, & C)	Alternate Bid A Bid Item No. 1	Alternate Bid A Bid Item No. 2	Alternate Bid A Bid Item No. 3	Alternate Bid A Bid Item No. 4	Alternate Bid A Combined Bid Total (1+2+3+4)	Alternate Bid B (All Service Areas: Total Bid Price)	PROCUREMENT USE ONLY
1	Eu. Cleaning Masters	✓	✓	✓	211,111.00	99,999.99	28,000.00	33,000.00	372,110.99	355,555.55	☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED
2	GET, LLC		✓	✓	No Bid	141,372.00	111,492.00	113,220.00	366,084.00	No Bid	☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED
3	K Cleaning Services	✓	✓	✓	No Bid	138,000.00	62,000.00	No Bid		No Bid	☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED
4	Service Mgmt. Corp.	✓	✓	✓	498,500.00	No Bid	No Bid	No Bid	498,500.00	No Bid	☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED
5	Unique Pacific Resources	✓	✓	✓	No Bid	79,980.80	27,890.80	88,980.80		No Bid	☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED
6	W Global	✓	✓	✓	184,949.00	94,499.00	27,700.00	31,999.80	339,147.00	289,485.00	☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED
7	MTD Maint.	✓	✓	✓	No Bid	80.388.00	60,984.00	73,180.80	214,552.80	No Bid	☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED
8	G Crew Maintenance	✓	✓	✓	No Bid	104,995.00	49,895.00	59,895.00	214,785.00	No Bid	☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED
9	The P.T. LLC	✓	✓	✓	203,874.25	75,145.58	43,182.76	81,201.00	463,403.59	463,403.59	☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED
10											☐ MET ALL REQUIREMENTS DEEMED RESPONSIVE & RESPONSIBLE ☐ DID NOT NOT MEET ALL REQUIREMENTS DEEMED NON-RESPONSIVE & NON-RESPONSIBLE; THEREFORE, PROPOSAL IS REJECTED

I hereby certify that all bids received in response to this invitaiton were opened under my personal supervison, and that the names of all bidders have been entered hereon.

SIGNATURE

Henry M. Cruz, Supply Management Administrator

TABULATED BY:

SIGNATURE

A.B. WON PAT INTERNATIONAL AIRPORT GUAM
ATURIDAT PUETTON BATKON AIREN GUAHAN ENTENASIONAT
P.O. Box 8770
Tamuning, GU 96931
Tel (671) 646-0300
Fax (671) 646-8823
www.guamairport.com

WE'RE ON IT 24/7

75th Guam Liberation 1944 2019 A Legacy of Peace and Friendship

TO: Procurement File

FROM: Executive Manager

DATE: January 15, 2020

NAME OF PROCUREMENT: Construction Services for Rehabilitation of GIAA Runway 6L/24R

RE: **WRITTEN DETERMINATION REGARDING USE OF SOLE SOURCE PROCUREMENT**

Pursuant to the Guam Procurement Law and Regulations, the following determinations are made by the Executive Manager with regard to a sole source procurement of construction services for Phase 1A of the rehabilitation of GIAA's Runway 6L/24R (the "Project"). Phase 1 Construction of the Project is more particularly described in the IFB (defined below), which GIAA has further divided into Phase 1A and Phase 1B. This sole source procurement is for Phase 1A construction services as described in Attachment 1. Phase 1B will be sole sourced when grant funding is available.

Background

This Project is identified in GIAA's Airport Capital Improvement Program ("ACIP") with the Federal Aviation Administration ("FAA"). GIAA procured an A/E firm, HTD Pacific, Inc., to prepare the drawings, plans and specifications for the Project. Currently, GIAA is completing procurement of a construction management firm ("CM") to assist GIAA throughout all phases of construction. It is anticipated that the CM contract will be finalized in January or February 2020.

On June 14, 2019, GIAA issued an Invitation for Bid, IFB No. GIAA-C02-FY19 for construction services for the Project (the "IFB"). One bidder responded with a bid price exceeding the anticipated phased grant funding. On July 26, 2019, pursuant to § 3115(d)(2) of the Procurement Regulations, GIAA canceled the IFB. Pursuant to§ 3102(c)(1)(C) of the Procurement Regulations, GIAA now intends to proceed with procurement of the construction services for the Project via sole source from the single bidder who responded to the IFB, Hawaiian Rock Products Corporation ("HRC").

Funding

Construction for the Project is funded by two (2) separate grant sources from the FAA. Phase 1A will be funded with $10M in Supplemental Appropriations programmed by the Secretary of

the U.S. Department of Transportation. Phase 1B will be funded with $10M from FY'20 AIP funding.

Determinations

The following determinations are made pursuant to Sections 3102(c)(1)(C) and 3112(b) of the Procurement Regulations:

1. The services to be acquired are construction services for Phase 1 of the rehabilitation of GIAA Runway 6L/24R in accordance with applicable FAA airfield pavement indices. The level of rehabilitation or reconstruction for Runway 6L/24R is based on pavement condition indices adopted by the FAA to accommodate design, aircraft weight, enhance safety through minimal pavement deficiencies and prolong useful life. To comply with FAA standards, the pavement specifications for Runway 6L/24R require a minimum value for VMA of 15, which cannot be sourced locally. GIAA is requesting for a modification of standards from the FAA to allow for a minimum value for VMA of 13, which would allow for use of locally-sourced aggregate. The intended sole source awardee, HRC, owns the island's only asphalt pavement plant that can provide aggregate with a minimum value for VMA of 13. Because of the nature of the specifications for the pavement needed for the Project and the single local source available, GIAA does not believe that reissuance of a second IFB will result in additional bidders.

2. Pursuant to § 3102(c)(1)(C) of the Procurement Regulations, if there is only one bidder and the Head of the Purchasing Agency determines in writing that the need for the supply or service continues, but that the price of the one bid is not fair and reasonable and there is no time for re-solicitation or re-solicitation would likely be futile, the procurement may then be conducted under § 3112 of the Procurement Regulations (Sole Source Procurement).

a. There was only one bidder. GIAA initially procured the construction services for the Project through a competitive Invitation for Bid. Seventeen (17) firms/individuals picked up the IFB package, however, GIAA received only one bid in response from HRC.

b. Need continues. Runway 6L/24R is in need of rehabilitation. Based on the applicable FAA indices for airfield pavement, Runway 6L/24R is in need of various levels of rehabilitation and reconstruction to satisfy FAA requirements.

c. The bid price exceeds available funding. HRC price bid exceeded the anticipated phased grant funding and cannot be determined to be fair and reasonable.

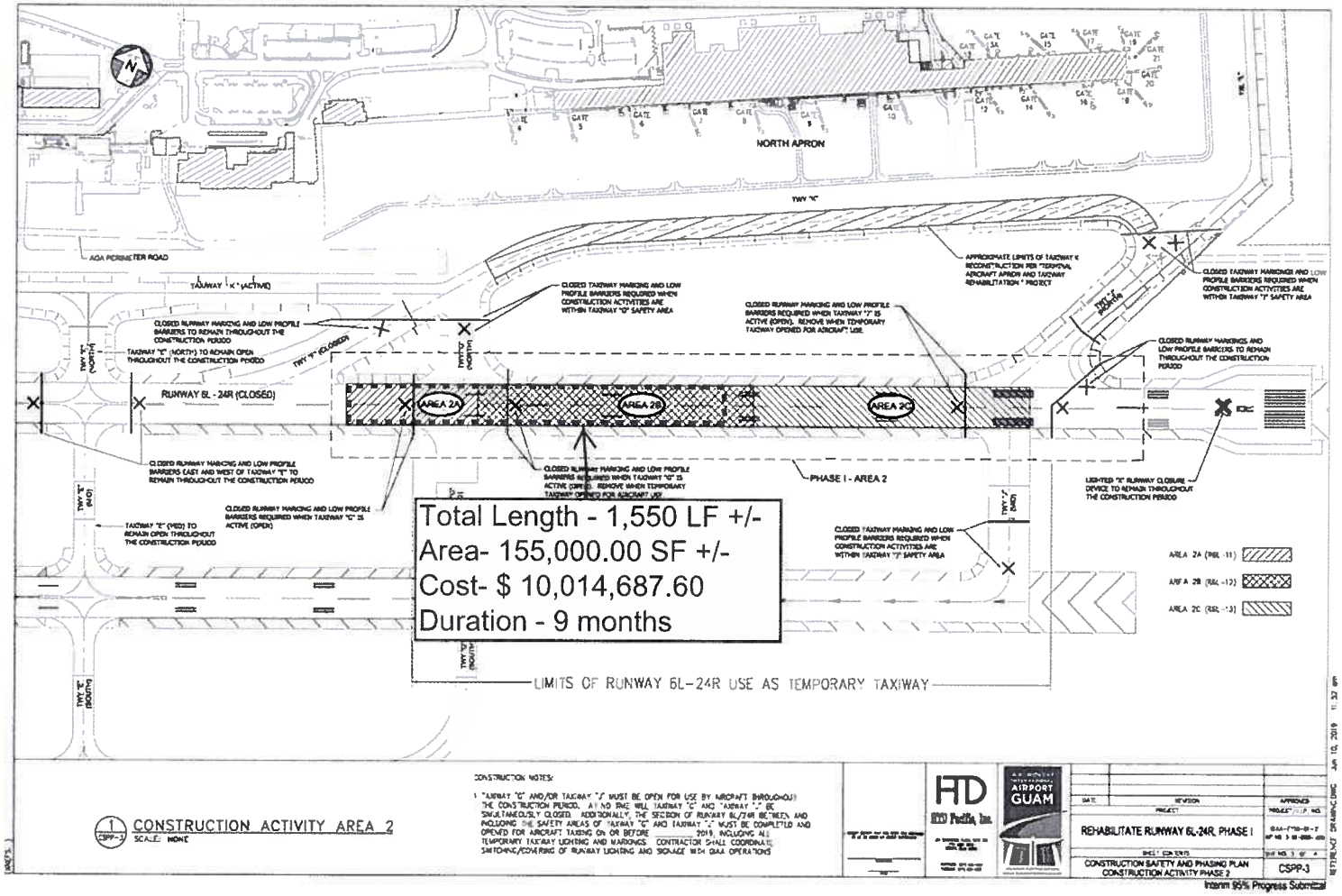
d. Rre-solicitation would likely be futile. Grant funding has recently been made available for Phase 1A construction services. Certain areas of Runway 6L/24R are in urgent need of rehabilitation or reconstruction. In addition, delay of this Project to next fiscal year impacts scheduling of other FAA funded projects by delaying those projects as well. Further, to comply with FAA standards, the pavement specifications for Runway 6L/24R require

a minimum value for VMA of 15, which cannot be sourced locally. GIAA is requesting for a modification of standards from the FAA to allow for a minimum value for VMA of 13, which would allow for use of locally-sourced aggregate. HRC owns the island's only asphalt pavement plant that can provide aggregate with a minimum value for VMA of 13. Because of the nature of the specifications for the pavement needed for the Project and the single local source available, GIAA does not believe that reissuance of a second IFB will result in additional bidders.

In view of the above, it is determined that sole source procurement is authorized pursuant to Sections 3102 and 3112 of the Guam Procurement Regulations.

By: _____

THOMAS C. ADA
EXECUTIVE MANAGER


NORTH APRON
TWY "K"
AOA PERIMETER ROAD
TAXIWAY "K" (ACTIVE)
CLOSED RUNWAY MARKING AND LOW PROFILE BARRIERS TO REMAIN THROUGHOUT THE CONSTRUCTION PERIOD
TAXIWAY "E" (NORTH) TO REMAIN OPEN THROUGHOUT THE CONSTRUCTION PERIOD
TWY "F" (CLOSED)
RUNWAY 6L - 24R (CLOSED)
AREA 2A
AREA 2B
AREA 2C
CLOSED RUNWAY MARKING AND LOW PROFILE BARRIERS EAST AND WEST OF TAXIWAY "E" TO REMAIN THROUGHOUT THE CONSTRUCTION PERIOD
CLOSED RUNWAY MARKING AND LOW PROFILE BARRIERS REQUIRED WHEN TAXIWAY "C" IS ACTIVE (OPEN)
CLOSED TAXIWAY MARKING AND LOW PROFILE BARRIERS REQUIRED WHEN CONSTRUCTION ACTIVITIES ARE WITHIN TAXIWAY "D" SAFETY AREA
CLOSED RUNWAY MARKING AND LOW PROFILE BARRIERS REQUIRED WHEN TAXIWAY "F" IS ACTIVE (OPEN). REMOVE WHEN TEMPORARY TAXIWAY OPENED FOR AIRCRAFT USE.
APPROXIMATE LIMITS OF TAXIWAY K RECONSTRUCTION PER "TERMINAL APRON AND TAXIWAY REHABILITATION" PROJECT
CLOSED TAXIWAY MARKINGS AND LOW PROFILE BARRIERS REQUIRED WHEN CONSTRUCTION ACTIVITIES ARE WITHIN TAXIWAY "F" SAFETY AREA
CLOSED RUNWAY MARKINGS AND LOW PROFILE BARRIERS TO REMAIN THROUGHOUT THE CONSTRUCTION PERIOD
PHASE I - AREA 2
LIGHTED "X" RUNWAY CLOSURE DEVICE TO REMAIN THROUGHOUT THE CONSTRUCTION PERIOD
Total Length - 1,550 LF +/-
Area- 155,000.00 SF +/-
Cost- $ 10,014,687.60
Duration - 9 months
LIMITS OF RUNWAY 6L-24R USE AS TEMPORARY TAXIWAY
AREA 2A (REL -1)
AREA 2B (REL -2)
AREA 2C (REL -3)
1 CSPP-3 CONSTRUCTION ACTIVITY AREA 2
SCALE: NONE
CONSTRUCTION NOTES:
1. "TAXIWAY "C" AND/OR TAXIWAY "F" MUST BE OPEN FOR USE BY AIRCRAFT THROUGHOUT THE CONSTRUCTION PERIOD. AT NO TIME WILL TAXIWAY "C" AND "TAXIWAY "F" BE SIMULTANEOUSLY CLOSED. ADDITIONALLY, THE SECTION OF RUNWAY 6L/24R BETWEEN AND INCLUDING THE SAFETY AREAS OF TAXIWAY "C" AND TAXIWAY "F" MUST BE COMPLETED AND OPENED FOR AIRCRAFT TAXING ON OR BEFORE _____ 2019, INCLUDING ALL TEMPORARY TAXIWAY LIGHTING AND MARKINGS. CONTRACTOR SHALL COORDINATE SWITCHING/COVERING OF RUNWAY LIGHTING AND SIGNAGE WITH GIAA OPERATIONS
HTD Pacific, Inc.
AIRPORT GUAM
REHABILITATE RUNWAY 6L-24R, PHASE I
CONSTRUCTION SAFETY AND PHASING PLAN
CONSTRUCTION ACTIVITY PHASE 2
CSPP-3
Interim 95% Progress Submittal

BID SCHEDULE

SMCC BASE BID

(AREA 2 PAVEMENT SECTION R6L-11, R6L-12 and R6L-13)

Pay Item Number	Description	Est. Qty	Unit	ORIGINAL BID		HRP PRICE REDUCTION		ADJUSTED CONTRACT	
				Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
C-100	**Contractor Quality Control Program**	1	LS	1,086,936.00	$ 1,086,936.00	315,386.00	$ 315,386.00	771,550.00	$ 771,550.00
	Bid Price for C-100 includes the following items:								
1	Professional Engineer per Specification Section 100-3.a.1.								
2	Geotechnical Engineer per Drawing Sheet G-2, notes 25 & 26.								
3	One (1) Quality Control personnel and two (2) Project Engineers.								
4	Testing Cost including APA and Profilograph test for HMA.								
5	Full time Scheduler								
6	If Professional Engineer and Geotechnical Engineer requirement are excluded, deduct $ 315,386.00.								
C-102-5.1	**Temporary Air & Water Pollution, Soil Erosion and Siltation Control**	1	LS	966,086.00	$ 966,086.00	146,086.00	$ 146,086.00	820,000.00	$ 820,000.00
	Bid Price for C-102-5.1includes the following items:								
1	Maintenance of Silt Screens.								
2	Full time vacuum truck, water truck and water charges to maintain the haul route and staging area.								
3	Full time personnel for monitoring and reporting BMP's.								
4	HRP offer $ 146,086.00 as a discount for this item. Net Bid Price shall be $ 820,000.00								

Pay Item Number	Description	Est. Qty	Unit	ORIGINAL BID		HRP PRICE REDUCTION		ADJUSTED CONTRACT	
				Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
C-106-5.1	**Construction Safety & Security**	1	LS	1,634,740.00	$ 1,634,740.00	555,726.00	$ 555,726.00	1,079,014.00	$ 1,079,014.00
	Bid Price for C-106-5.1includes the following items:								
1	Additional Gate Control with Helper for Nine (9) months.								
2	Escort Vehicles and escort drivers.								
3	Vehicle Mounted Radios.								
4	Runway Closure Signs- 2 each including maintenance and fuel for Nine (9) months								
5	LED Barricade Lighting and Low Profile Barriers								
6	Surface Mounted "X" Signs								
7	Equipment and Labor for Installation of devices.								
8	We assumed additional Gate to minimize the cost in transportation and better production. Additional gate at *24 Right end* is best combination for production and lesser								
	disturbance within AOA area. If we use the Gate 7 the cost may go higher. So, we need to maintain cost for additional gate.								
	HRP price reduction:								
1	If Low Profile BaRricades and LED Lights for Barricades are reduced to 72 & 144 pieces respectively, price reduce to $ 40,986.00.								
2	If Escort vehicle not required for one to one, by reducing to four (4) escort vehicles with mounted radios and allowing one vehicle can escort multiple project equipment,								
	deduct $ 514,740.00								
3	HRP total reduction for this item is $ 555,726.00								
P-154-5.1	**Subbase Course**	26,085	SY	32.00	$ 834,720.00	4.75	$ 123,903.75	27.25	$ 710,816.25
1	Detail 1/C-15 for Base Bid scope of work is more complicated compare to 1/C-14 for Additive bid.								
2	Base Bid unit cost assumed to include replacement of sub-soil approximately 1,240 CY per specification section P-152-2.5								
3	Base Bid unit cost can be reduced from $ 32.00 to $ 27.25 PSY if P-152-2.5 requirement is excluded.								
4	If sub-soil is in need to be replaced, the unit cost shall be $ 99.15 PCY								
5	HRP price reduction for this item is 26,085.00 SY @ ($ 4.75 PSY) = ($ 123,903.75)								
		Total Bid Amount, Basic Bid			**$ 4,522,482.00**		**$ 1,141,101.75**		**$ 3,381,380.25**

BID SCHEDULE

BASE BID

(AREA 2 PAVEMENT SECTION R6L-11, R6L-12 and R6L-13) 12/19/2019

Pay Item Number	Description	PHASE 1A, Total Length - 1,550 LF		
		Est. Qty	Unit Cost	Total Cost
C-100	Contractor Quality Control Program	1	480,544.00	$ 480,544.00
C-102-5.1	Temporary Air & Water Pollution, Soil Erosion and Siltation Control	1	510,720.00	$ 510,720.00
C-105	Mobilization	1	747,395.00	$ 747,395.00
C-106-5.1	Construction Safety & Security	1	761,233.10	$ 761,233.10
P-101-5.1	Pavement Removal	18,420	78.00	$ 1,436,760.00
P-101-5.2	Cold Milling	48	790.00	$ 37,920.00
P-152-4.1	Unclassified Excavation	7,314	55.00	$ 402,270.00
P-154-5.1	Subbase Course	17,258	27.25	$ 470,280.50
P-209-5.1	10-Inch thick Crushed Aggregate Base Course	15,762	58.00	$ 914,196.00
P-401-8.1	2-Inch Thick, Asphalt Surface Course	27	160.00	$ 4,320.00
P-401-8.2	4-Inch Thick, Asphalt Surface Course	14,843	75.00	$ 1,113,225.00
P-403-8.1	6-Inch Thick, Asphalt Mixture Base Course	14,843	105.00	$ 1,558,515.00
P-501-8.1	Portland Cement Concrete Pavement	1,647	780.00	$ 1,284,660.00
P-620-5.1	Obliterate Existing Pavement Markings	16,800	3.00	$ 50,400.00
P-620-5.2a	Runway / Taxiway Pavement Marking	25,306	4.00	$ 101,224.00
P-620-5.2b	Black Border (No Reflective Media)	638	2.50	$ 1,595.00
P-620-5.3	Temporary Taxiway Marking	0	4.00	$ -
P-620-5.4	Obliterate Temporary Taxiway Marking	0	3.00	$ -
P-621-5.1	Grooving	13,943	10.00	$ 139,430.00
L-125	Temporary Taxiway Lighting	0	326,800.00	$ -
	Total:			**$ 10,014,687.60**

FY 2020 TRAVEL REPORT

BOARD RATIFICATION - October - December

TA NO.	NAME	COST	TRAVEL DATES	PURPOSE	DESTINATION
20-10-01	Bamba, Brian J.	$7,586.95	10/22/2019 - 10/31/2019	Traveller attended meetings with the Airport Finance team, GIAA Bond Underwriters, Bond Counsel, GEDA Representatives, to discuss potential investors, pricing , and sale of GIAA Revenue Refunding Bonds, 2019 Series A&B.	New York
20-10-02	Ada, Thomas C.	$7,586.95	10/22/2019 - 10/31/2019	Traveller attended meetings with the Airport Finance team, GIAA Bond Underwriters, Bond Counsel, GEDA Representatives, to discuss potential investors, pricing , and sale of GIAA Revenue Refunding Bonds, 2019 Series A&B.	New York
20-10-03	Rios, John A.	$7,586.95	10/22/2019 - 10/31/2019	Traveller attended meetings with the Airport Finance team, GIAA Bond Underwriters, Bond Counsel, GEDA Representatives, to discuss potential investors, pricing , and sale of GIAA Revenue Refunding Bonds, 2019 Series A&B.	New York
20-10-06	Sobti, Gurvinder Singh	$7,586.95	10/22/2019 - 10/31/2019	Traveller attended meetings with the Airport Finance team, GIAA Bond Underwriters, Bond Counsel, GEDA Representatives, to discuss potential investors, pricing , and sale of GIAA Revenue Refunding Bonds, 2019 Series A&B.	New York
20-11-14	Quinata, John M.	$2,804.98	11/21/2019 - 11/22/2019	Traveller attended the 19th Pacific Region Investment Conference (PRIC).	Makati, Philippines
20-11-15	Rios, John A.	$2,804.98	11/21/2019 - 11/22/2019	Traveller attended the 19th Pacific Region Investment Conference (PRIC).	Makati, Philippines
20-11-22	Morato, Doyon A.	$1,656.35	11/21/2019 - 11/23/2019	Traveller attended meetings with Jeju Air Airline Officials.	Seoul, Korea
20-12-19	Tainatongo, Rosie M.R.	$3,245.00	12/3/2019 - 12/04/2019	Traveller will be attended the 2019 FAA Civil Rights Training.	Honolulu, Hawaii

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Management Plans and Priorities for 2020
A.B. Won Pat International Airport, Guam

January 17, 2020

Mr. Chairman and Directors, the report provided herein outlines the following:

1. Vision of the goal that GIAA should be pursuing,
2. General Assessment of the current situation at the A.B. Won Pat Int'l Airport, and
3. Management's Operational and Financial Priorities for 2020 consistent with the Vision and responsive to the General Assessment.

The objective of this report is to provide the vision GIAA will strive to achieve, identify the challenges that lay ahead with respect to the growth in passenger arrivals and the impact, addressing the impacts, and recognizing that capital investments will be needed for the long term solutions. Although there is much that needs to be done, our limited resources must be prioritized accordingly. Attached is a summary of significant accomplishments in 2019.

Thomas C. Ada
Executive Manager

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VISION:

The A.B. Won Pat International Airport connects Guam to the outside world through a symbiotic relationship with the airlines serving Guam. It is imperative that we provide a safe infrastructure for these aircrafts to come into and out of Guam.

The airport however, must be more than just a connecting point. The airport must also be a "*destination*" where a passenger's travel experience, in and throughout the airport, is positively sustained in a safe and pleasant environment.

SUMMARY SITUATION ASSESSMENT:

1. Visitor arrivals have grown 19% over the past two decades, and is expected to continue.
2. Throughput capacity of airport reaching its limits; mitigation measures implemented to provide short term relief, i.e. queueing management, expansion of TSA lanes, agreement with CBP to maintain manning levels through extended working hours, increased CQA manpower.
3. Eventual need for financing to fund renovations and construction, replacement of aging equipment, and modernization. New borrowing capacity available in 2024.
4. Succession planning for GIAA workforce needed; 42% of workforce are eligible for retirement within next five years. 32% have been with GIAA for 10 years or less.

SUMMARY OF PRIORITIES FOR 2020:

1. Master Plan Update
2. International Arrivals Corridor – calibration of construction schedule and costs
3. Runway Rehabilitation (Phase 1)
4. Obligation of 2019 Bond Funds
5. Workforce development
6. Maximize revenue generating potentials
7. Financial positioning for 2024

GENERAL ASSESSMENT:

1. Growth in Visitor Arrivals and Airport Congestion.

Over the past two decades, GIAA has experienced an approximate growth of 19% in enplanements; enplanements went from approximately 1.5 million in 1999 to 1.8 million in

2018.

It can reasonably be expected that marketing efforts by the Guam Visitors Bureau will continue to aggressively market Guam as a tourist destination and this growth will continue in the years to come. Airline operating schedules will likely continue to be largely dictated by schedules of the larger markets at the points of origin of travelers to Guam. Hence, the airlines will likely maintain arrival and departure schedules within the current operating windows.

2. Accommodating Increase in Enplanement.

The throughput capacity of the Guam airport is finite. If not properly managed, the congestion of arriving and departing passengers, as seen today, will be the end result. Additionally, when capacities of support systems are exceeded, e.g. the baggage handling system and regulatory screening processes, delays in airport passage and flight departures will inevitably result. Consequently, passenger experience at the airport can be frustrating and gets negatively impacted, lowering tourist expectations for what could otherwise be a memorable visit.

Assuming that placing a cap on arrivals is not an option, ultimately throughput will have to be addressed through expansion of the airport facility and its support systems. Although congestion mitigation efforts are being implemented, e.g. management of queues, construction of additional TSA screening lanes, increased number of screening officers at Immigration and Customs, that can only be a short term solution.

3. Financing Necessary Improvements at the Airport.

Financial analyses reveal that GIAA will have paid down a significant amount of its debt by 2024, at which time, GIAA will have the capacity to go to the bond market to borrow new money. It is projected that GIAA will have the capacity to borrow as much as Two Hundred Million ($200,000,000) to fund renovation and construction, replace aging equipment, and incorporating modern technology to optimize passenger airport experience.

4. The Workforce and Delivery of Support Services.

Much of the aviation services needed to support GIAA's primary customer,the Airlines, and the various services to support GIAA's mission of providing for the safe and efficient movement of passengers are outsourced to private companies. The contracted services the operation and maintenance of the automated baggage handling system (BHS), people mover systems (elevators and escalators), airport electronic security systems to monitor and control access into restricted areas, fueling services, water production and distribution, custodial and grounds maintenance, and public parking services.

GIAA however, must still maintain a core work force tomaintain the day-to-day operational needs of the facility, such as the aircraft rescue & firefighting (ARFF), police, plumbing-electrical-carpentry, finance and accounting, and terminal center and control tower operations.

A review of the GIAA workforce reveals that approximately forty-two percent (42%) of the 233-employee workforceare eligible for retirement, or will likely be retiring within the next five (5) years. And thirty-eight percent (38%) of the workforce have been with GIAA for only ten (10) years or less.

The aforementioned provides an overview of some of the challenges that lay ahead for GIAA. The path going forward and priorities going forward into 2020are outlined below.

OPERATIONAL PRIORITIES:
In addition to sustaining daily operations at the airport, the following priorities must also be focused on to prepare for the longer term requirements of the airport.

1. **Master Plan Update**.

Initiate the Update of the *2012 GIAA Master Plan*. Said update must include, but not limited to, identifying near and long-term facility expansion and capital requirements, identifying standards of the *Next Generation Airport* that should be pursued, identifying best practices to achieve optimalutilization of the airport facility, review of the Runway Protection Zone, live burn facility, and sustainability programs.

There will also be a financing feasibility component. The determination of the capital requirements would be the basis for the borrowing GIAA must seek from the bond market on or about 2024.

Commencement of the aforementioned goals should begin in Q2 FY'20 and proceed as follows:

a. **Establish CIP Committee/Working Group** to guide this effort.
b. **Submit FAA grant application** with sufficient scope of work.
c. **Procure services of professional Airport Planner** (start end of Q2 FY'20).
d. **Transmit completed Master Plan Update** to Legislature by Q2 FY'21.

2. **International Arrivals Corridor (IAC).**
    a. **Verification of project baselines** related to construction completion date and cost, by mid-Q2 FY'20.
        i. Plan accordingly for further delays, e.g. cost increases, operational impacts, etc., if any.

ii. Complete review and negotiation of pending Change Orders (CO's) to determine updated project cost baseline.
iii. Identify funding sources and recommend budgetary adjustments, if needed, by end of Q2 FY'20.

b. **Identify immediate solutions to alleviate current passenger congestion.**

3. **Runway Rehabilitation, Phase 1.**
Grant funds have been secured; project execution to follow. Commence in Q2 FY'20.

4. **Obligation of 2019 Bond Funds.**
   a. Identify CIPs eligible for AIP grants; initiate attainment of Grantor commitment and reserve local match amounts of up to $10M. Provide progress reports at end of each quarter.
   b. Identify other CIPs to be funded; present to Board for approval by mid-Q2 FY20. Initiate procurement of services to undertake CIPs; award contracts NLT end of Q3 FY20.

5. **Workforce Development**.
   a. **Develop training plan** to enhance employee skills and support succession planning. Complete by end of Q3 FY'20
      i. maximize use of local training resources, e.g. GCC, UOG, and GTA.
      ii. Optimize training opportunities available through the recently established Micronesia Training Center (MARTC), in collaboration with the Airports Council International (ACI).
      iii. Develop incentives (e.g. reimbursement of tuition costs) for employees willing to accelerate enhancement of work skills during their off-duty time at accredited local training institutions.
   b. **Fill key vacant Middle Management positions**, i.e. ATM, Procurement Administrator, Commercial Property Manager, and Chief Engineer positions. Complete by end of Q3 FY'20.
   c. **Procure services of a Compensation specialist** to review and recommend adjustments to the GIAA Employee Compensation Plan. Submit recommendations to Board no later than end of Q3 FY'20.

FINANCIAL PRIORITIES:

1. **Maximize Revenue Generating Opportunities.**
   a. **Food & Beverage (F&B) Concession**.
      i. **Solicit and contract the services of a professional Concession Developer** to formulate specifications for an IFB/MSB solicitation for a Master

Concessionaire to operate the F&B Concession at the airport. Award Developer contract no later than end of Q2 FY'20.

ii. **Solicit and Award contract for Master F&B Concessionaire,** no later than end of Q3 FY'20.

b. **Identify New Revenue Generators.** Provide initial draft by end of Q2 FY'20.

2. Financial Positioning.

In anticipation of going to the Bond Market in 2024, GIAA must maintain accounts at levels that will present GIAA in the best financial posture to improve, or at the very least maintain its current *Moody's* rating of *Baa2* or *Standard and Poors* rating of *BBB+*.

a. By Q3 FY'20, complete a Financial Milestone Plan that GIAA should achieve in order to sustain current credit ratings or better.

b. Said plan must provide a balance between sustaining credit ratings and providing maximum financial support of operational requirements.

ATTACHMENT

A.B. Won Pat International Airport, Guam
Significant Accomplishments - 2019

1. **Capital Improvements to enhance the safety and security of the airport and surrounding community.**
    a. **Secured $19M in bond funds to provide local match** for up to $100 million in FAA Airport Improvement Project (AIP) Grants. Grants will fund the rehabilitation of runway, taxi way, and aircraft parking stands.
    b. **Expansion of TSA Screening Lanes**. Two (2) additional TSA screening lanes have been completed; provides added throughput capacity of 300 additional passengers per hour to be screened.
    c. **Commenced construction of new fire station** funded by $22 million FAA grant.
    d. **Completed $2 million Noise Mitigation project.** Sound proofing of eleven (11) homes and completion of preliminaries for the sound proofing of 70 additional homes.
    e. **Awarded FAA 2019 Airport Safety Award**

2. **Continued Pursuit of Economic Opportunities.**
    a. **Application Initiated (with FAA) to Authorize Space Port Operations.** Sets foundation for new economic opportunities in the future.
    b. **Renewal of partnership agreements with Signatory Airlines servicing Guam.** These partners are guarantors that GIAA can and will meet its financial obligations.
    c. **Increase in enplanements and establishment of new route from Muan, Korea.**

3. **Continued Pursuit of Excellence.**
    a. **Airport Brings Aviation Industry Training to Guam Airport.** In collaboration with the Airports Council International (ACI), professional trainers will be brought in to provide aviation industry specific training for airport personnel in the region.
    b. **GIAA To Host 2020 Aerodrome Symposium.** The 4-day symposium will host the airports in the region where information on best practices and experiences will be exchanged and will also bring industry experts to address the event participants.

4. **Protection of the Environment.**
    a. **GIAA Procures Input Based Foam Tester.** Enables testing of GIAA's Aircraft Rescue & Fire Fighting trucks (ARFF) without discharging the controversial PFAS chemical. GIAA ARFF is the first in the region to procure and install the devices.
    b. **Reservation of GIAA parcel (T-18) for Tiyan/Kalaguak Forced Labor Memorial** in collaboration with the Barrigada Municipal Planning Council and Departmeny of Parks & Recreation.

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January 9, 2020

MEMORANDUM

To: Mr. Brian Bamba
Chairman
GIAA Board of Directors

From: John A. Rios
Comptroller

Subject: **Operating Results – Revenues and Expenses as of November 30, 2019**

Attached herewith is GIAA's Operating Results Report for the month ending November 30, 2019. This report summarizes the Budgeted versus Actual Revenues and Expenses for the month and year-to-date results ended November 30, 2019.

The key operating results for 2 month(s) of FY2020 ending November 30, 2019 – (in $000's) are

CATEGORY	Actual FY20 Current Month	YEAR-TO-DATE			FORECAST FOR FULL YEAR-FY20	
		Budget FY20 Y-T-D	Actual FY20 Y-T-D	% Variance Budget vs Actual Y-T-D Current Month	Actual Y-T-D FY20 Budget	% Variance Budget vs. Estimate for Full Year
Total Signatory Revenues	$ 2,790.6	$ 5,836.4	$ 5,528.4	-5.3%	$ 33,866.7	-0.9%
Total Concession Revenues	$ 1,468.3	$ 2,916.0	$ 2,909.5	-0.2%	$ 19,007.5	0.0%
Total PFC's	$ 746.0	$ 1,296.6	$ 1,282.1	-1.1%	$ 7,734.6	-0.2%
Total Other Revenues	$ 1,403.8	$ 2,588.9	$ 2,807.8	8.5%	$ 15,645.2	1.4%
Total Operating Revenues	$ 6,408.6	$ 12,637.8	$ 12,527.8	-0.9%	$ 76,254.0	-0.1%
Total Operating Expenses	$ 3,357.3	$ 8,458.5	$ 6,964.7	-17.7%	$ 50,999.4	-2.8%
Net Revenues from Operations	$ 3,051.3	$ 4,179.3	$ 5,563.1	33.1%	$ 25,254.6	5.8%
Non-Operating Expenses	$ 63.5	$ 436.0	$ 334.5	-23.3%	$ 698.5	-12.7%
Other Available Moneys/other sources of funds	$ 544.3	$ 1,126.5	$ 1,101.7	-2.2%	$ 6,734.0	-0.4%
Net Debt Service Coverage	**1.70**	**1.18**	**1.53**	**29.6%**	**1.28**	**4.8%**

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Year-to-date Total Signatory Revenues for the month ending November 30, 2019 are below Budgeted revenues by **5.3%.** Signatory revenue estimates are based on projections submitted by Signatory airlines and adopted in the annual budget.

Year-to-date Total Concession Revenues are **-0.2%** below budget while Passenger Facility Charges are below the budget estimate by **-1.1%.**

Year-to-date Total Other Revenues, inclusive of non-signatory and non-airlines revenues, are above the budget estimate by **8.5%.**

Year-to-date Total Operating Revenues actual of **$12.5M** is **-0.9%** below the budget estimate of **$12.6M**.

Year-to-date Total Operating Expenses are below budget by **-17.7%.** Components of this line item include a **-9.4%** decrease in Personnel Service, a **-19.7%** decrease in Contractual Services, a **-83.0%** decrease in Materials & Supplies and a **0.0%** decrease in Equipment/Furnishings from budgeted amounts for these respective categories.

The actual year-to-date Net Revenues from Operations of **$5.6M** represents a **33.1%** increase over the year-to-date budgeted amount of **$4.2M**.

Finally, our year-to-date results for Debt Service Coverage is at **1.53** 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 November 30, 2019

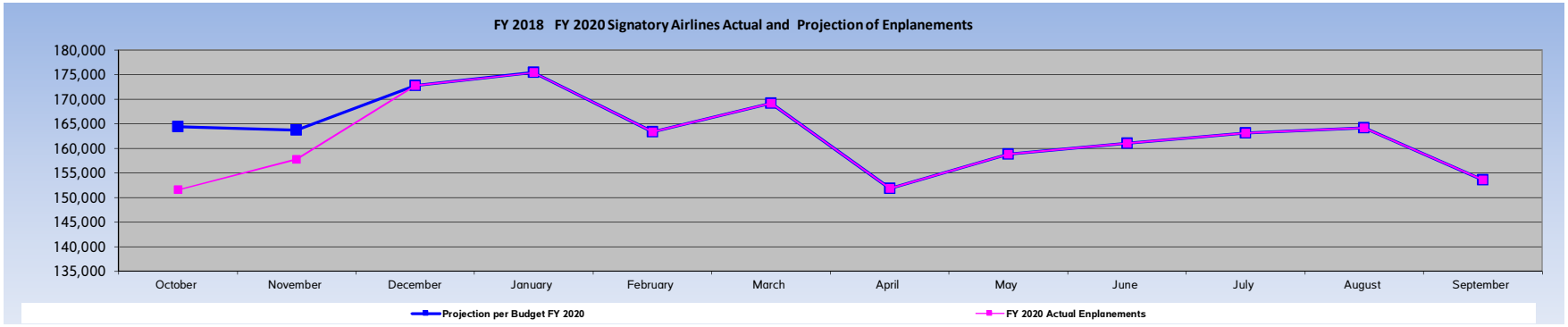
	CURRENT MONTH					YEAR TO DATE				FULL YEAR FORECAST	
	Actual FY2019	Budget FY2020	Actual FY2020	%Var Bud Vs Act'l	Budget Full Year	Actual FY2019	Budget FY2020	Actual FY2020	%Var Bud Vs Act'l	Actual/Est	%Var Bud Vs Act'l
I. Signatory Airline Rents & Fees											
Terminal Bldg Rentals	353.2	329.8	327.3	-0.8%	3,997.2	709.6	669.1	654.4	-2.2%	3,982.6	-0.4%
Departure Fees	659.1	616.5	594.4	-3.6%	7,385.1	1,264.9	1,235.7	1,165.9	-5.6%	7,315.4	-0.9%
Arrival Fees	687.1	624.5	591.1	-5.3%	7,320.2	1,312.7	1,258.1	1,149.1	-8.7%	7,211.1	-1.5%
Immigration Inspection Fees	242.0	224.4	215.9	-3.8%	2,642.6	460.5	451.3	421.6	-6.6%	2,612.8	-1.1%
Loading Bridge Use Fees	456.8	674.0	647.5	-3.9%	8,245.3	927.4	1,417.9	1,331.3	-6.1%	8,158.7	-1.1%
Apron Use Fees	106.8	117.8	122.5	4.0%	1,413.5	208.2	248.0	243.4	-1.9%	1,408.9	-0.3%
Landing Fees	243.8	264.3	291.8	0.0%	3,170.7	482.4	556.2	562.7	0.0%	3,177.2	0.0%
Total Signatory Revenue	**2,748.9**	**2,851.3**	**2,790.6**	**-2.1%**	**34,174.7**	**5,365.7**	**5,836.4**	**5,528.4**	**-5.3%**	**33,866.7**	**-0.9%**
Enplaned Signatory Pax	149,055	163,736	157,717	-3.7%	1,961,267	286,414	328,159	309,265	-5.8%	1,942,373	-1.0%
Cost per Enplaned Pax	**$18.44**	**$17.41**	**$17.69**	**1.6%**	**$17.42**	**$18.73**	**$17.79**	**$17.88**	**0.5%**	**$17.44**	**0.1%**
Revenues from Sources other than Signatory Airlines Rents & Fees											
Concession Revenues											
Gen Mdse (DFS)	990.6	1,090.9	1,112.3	2.0%	14,528.0	2,181.8	2,181.8	2,210.5	1.3%	14,556.7	0.2%
In-flight Catering	74.7	71.6	71.9	0.5%	908.0	149.5	144.0	146.3	1.6%	910.3	0.3%
Food & Beverage	83.4	84.2	94.7	12.4%	1,042.7	162.2	165.3	185.8	12.4%	1,063.2	2.0%
Rental Cars	135.9	142.0	133.8	-5.8%	1,840.5	274.8	276.0	257.8	-6.6%	1,822.3	-1.0%
Other Concession Rev	73.5	73.7	55.5	-24.7%	694.9	141.6	149.0	109.0	-26.8%	654.9	-5.8%
Total Concession Revenues	**1,358.1**	**1,462.5**	**1,468.3**	**0.4%**	**19,014.0**	**2,909.9**	**2,916.0**	**2,909.5**	**-0.2%**	**19,007.5**	**0.0%**
Passenger Facility Charges	596.4	646.9	746.0	15.3%	7,749.0	1,047.9	1,296.6	1,282.1	-1.1%	7,734.6	-0.2%
Other Revenue	1,474.7	1,304.9	1,403.8	7.6%	15,426.4	2,979.9	2,588.9	2,807.8	8.5%	15,645.2	1.4%
Total Operating Revenue	**6,178.2**	**6,265.6**	**6,408.6**	**2.3%**	**76,364.0**	**12,303.4**	**12,637.8**	**12,527.8**	**-0.9%**	**76,254.0**	**-0.1%**
II. Operating Expenses:											
Personnel Services	1,581.4	1,707.1	1,522.7	-10.8%	22,191.8	3,174.0	3,414.2	3,092.8	-9.4%	21,870.4	-1.4%
Contractual Services	1,917.4	2,757.6	1,814.9	-34.2%	27,018.0	3,844.8	4,763.8	3,824.3	-19.7%	26,078.5	-3.5%
Materials & Supplies	22.5	198.6	19.7	-90.1%	2,765.7	40.9	280.6	47.6	-83.0%	2,532.7	-8.4%
Equipment/Furnishings	0.0	0.0	0.0	0.0%	517.8	0.0	0.0	0.0	0.0%	517.8	0.0%
Total Operating Expenses	**3,521.2**	**4,663.2**	**3,357.3**	**-28.0%**	**52,493.2**	**7,059.7**	**8,458.5**	**6,964.7**	**-17.7%**	**50,999.4**	**-2.8%**
Net income from Operations	**2,657.0**	**1,602.4**	**3,051.3**	**90.4%**	**23,870.8**	**5,243.7**	**4,179.3**	**5,563.1**	**33.1%**	**25,254.6**	**5.8%**

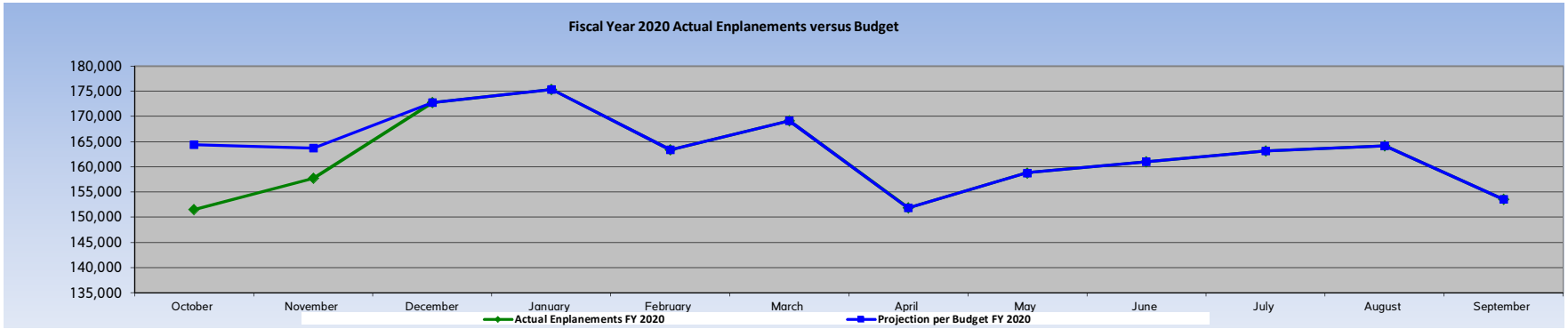
GUAM INTERNATIONAL AIRPORT AUTHORITY
KEY OPERATING RESULTS ($000's)
As of November 30, 2019

	CURRENT MONTH					YEAR TO DATE				FULL YEAR FORECAST	
	Actual FY2019	Budget FY2020	Actual FY2020	%Var Bud Vs Act'l	Budget Full Year	Actual FY2019	Budget FY2020	Actual FY2020	%Var Bud Vs Act'l	Actual/Est	%Var Bud Vs Act'l
III. Other Revenues and Expenses											
Less: Non Operating Expense(Ret/DOI/OHS)	45.2	0.0	63.5	0.0%	800.0	316.1	436.0	334.5	-23.3%	698.5	-12.7%
Add: Interest on Investments	90.0	88.5	80.7	-8.8%	1,203.8	152.5	149.5	175.1	17.1%	1,229.4	2.1%
Net Revenues	**2,701.8**	1,690.9	3,068.5	81.5%	24,274.6	5,080.1	3,892.8	5,403.7	0.7	25,785.5	6.2%
Add: Other Sources of Funds	14.4	33.3	14.4	0.0%	400.0	29.3	66.7	41.9	0.0%	375.2	0.0%
Add: Other Available Moneys	530.0	529.9	529.9	0.0%	6,358.8	1,060.0	1,059.8	1,059.8	0.0%	6,358.8	0.0%
Net Revenues and Other Available Moneys	**3,246.3**	**2,254.2**	**3,612.8**	**60.3%**	**31,033.4**	**6,169.4**	**5,019.3**	**6,505.4**	**29.6%**	**32,519.5**	**4.8%**
Debt Service payments	2,120.0	2,119.6	2,119.6	0.0%	25,435.3	4,240.1	4,239.2	4,239.2	0.0%	25,435.3	0.0%
Debt Service Coverage	**1.53**	**1.06**	**1.70**	**60.3%**	**1.22**	**1.46**	**1.18**	**1.53**	**29.6%**	**1.28**	**4.8%**
Debt Service Requirement	**1.25**	**1.25**	**1.25**		**1.25**	**1.25**	**1.25**	**1.25**		**1.25**	

SUMMARY SIGNATORY AIRLINES

Enplanements	October	November	December	January	February	March	April	May	June	July	August	September	Total
Projection per Budget FY 2020	164,423	163,736	172,792	175,385	163,341	169,140	151,816	158,800	160,982	163,106	164,179	153,567	1,961,267
FY 2018 Actual Enplanements	129,772	145,309	157,750	155,969	145,088	157,932	139,620	142,477	146,720	153,951	162,801	129,698	1,767,087
FY 2019 Actual Enplanements	137,359	149,055	164,554	172,617	155,215	169,061	137,139	147,855	148,080	158,771	182,370	153,899	1,875,975
FY 2020 Actual Enplanements/Projection	151,548	157,717	172,792	175,385	163,341	169,140	151,816	158,800	160,982	163,106	164,179	153,567	1,942,373
FY 2020 versus FY 2019 Monthly%	10.33%	5.81%	5.01%	1.60%	5.24%	0.05%	10.70%	7.40%	8.71%	2.73%	-9.97%	-0.22%	3.54%
FY 2020 versus FY 2019 Monthly	14,189	8,662	8,238	2,768	8,126	79	14,677	10,945	12,902	4,335	-18,191	-332	66,398
FY 2020 versus FY 2019 Cumulative	14,189	22,851	31,089	33,856	41,982	42,061	56,738	67,683	80,585	84,921	66,730	66,398	66,398
	10.33%	15.33%	18.89%	19.61%	27.05%	24.88%	41.37%	45.78%	54.42%	53.49%	36.59%	43.14%	3.54%





Enplanements	October	November	December	January	February	March	April	May	June	July	August	September	Total
Actual versus Forecast													
Actual Enplanements FY 2020	151,548	157,717	172,792	175,385	163,341	169,140	151,816	158,800	160,982	163,106	164,179	153,567	1,942,373
Projection per Budget FY 2020	164,423	163,736	172,792	175,385	163,341	169,140	151,816	158,800	160,982	163,106	164,179	153,567	1,961,267
Actual Enplanements Over/(Under) Projection	(12,875)	(6,019)	0	0	0	0	0	0	0	0	0	0	(18,894)
Cumulative Total	(12,875)	(18,894)	0	0	0	0	0	0	0	0	0	0	-1.0%
Percentage Over/(Under) Forecast													
	October	November	December	January	February	March	April	May	June	July	August	September	
% Monthly versus Projection	-7.8%	-3.7%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
% Cumulative Total	-7.8%	-5.8%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Month to Month Trend													
	October	November	December	January	February	March	April	May	June	July	August	September	
Actual Enplanements	151,548	157,717	172,792	175,385	163,341	169,140	151,816	158,800	160,982	163,106	164,179	153,567	
Month to Month Increase/(Decrease)		6,169	15,075	2,593	-12,044	5,799	-17,323	6,984	2,182	2,124	1,073	-10,612	
Month to Month Increase/(Decrease) in %		4.1%	9.6%	1.5%	-6.9%	3.6%	-10.2%	4.6%	1.4%	1.3%	0.7%	-6.5%	

CPE	Cost Per Enplanement FY2019 Actual versus Projected												CPE FY20
Forecast Per FY2020 Budget	$ 18.16	$ 17.41	$ 17.06	$ 17.04	$ 17.12	$ 17.23	$ 17.77	$ 17.52	$ 17.19	$ 17.55	$ 17.34	$ 17.81	$ 17.42
Actual CPE	$ 18.07	$ 17.69											
Variance	$ 0.09	$ (0.28)	$ 17.06	$ 17.04	$ 17.12	$ 17.23	$ 17.77	$ 17.52	$ 17.19	$ 17.55	$ 17.34	$ 17.81	$ 17.42

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RECOMMENDATION OF COUNSEL

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

CC: Mr. Thomas C. Ada
Executive Manager
ANTONIO B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM

FROM: Janalynn Cruz Damian
CALVO FISHER & JACOB LLP

DATE: January 7, 2020

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 regularly scheduled Board meeting to discuss DFS Guam L.P. related litigation to which GIAA is or may be a party.

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MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE A.B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM
Thursday, January 30, 2020, 3:00 p.m.
GIAA TERMINAL CONFERENCE ROOM #3

1. CALL TO ORDER AND ATTENDANCE

The January 30, 2020 regular meeting of the Board of Directors of the A.B. Won Pat International Airport Authority, Guam ("GIAA" or the "Authority") was called to order by Chairman Bamba at 3:08 p.m. at the GIAA Terminal Conference Room #3, 355 Chalan Pasaheru, Tamuning, Guam, 96913.

Directors Present:	**Offices or positions:**
Brian J. Bamba	Chairman
Gurvinder Sobti	Vice Chairman
Donald I. Weakley	Board Secretary
Zenon E. Belanger	
Doyon A. Morato	
Rosie R. Tainatongo*	

Directors Absent:
Lucy M. Alcorn (Excused)

GIAA Officials:	
Thomas C. Ada	Executive Manager
John A. Rios	Comptroller
Edward Muna	Air Terminal Manager, Acting
Vince Naputi	Chief, Airport Police
Victor Cruz	Engineering Supervisor
Joseph Javellana	Program Coordinator IV
Elfrie Koshiba	Airport Marketing
Henry Cruz	Procurement
Genevieve P. Rapadas, Esq.	GIAA Legal Counsel
Frank R. Santos	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

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

3. APPROVAL OF MINUTES

A. January 17, 2020 - Regular Meeting *TABLED*

Chairman Bamba announced that the minutes of the January 17, 2020 meeting would be tabled until the next regular Board meeting.

4. CORRESPONDENCE

Executive Manager Ada announced the correspondence from the Office of the Vice Speaker, Telena C. Nelson dated January 30, 2020. The letter outlines a request from the Vice Speaker that GIAA immediately suspend all incoming flights from countries that have confirmed cases of coronavirus, including China, Japan, Korea, Malaysia, Singapore and Australia, and countries suspected of having cases of coronavirus, such as the Philippines, Taiwan and Hong Kong. Executive Manager Ada informed the Board that he has not yet responded, and had forwarded the letter to both the Governor's Office as well as the Guam Visitors' Bureau (GVB) who is formulating a response.

The Vice Speaker in another letter is requesting documents relating to the measures and procedures in place for preventing, detecting and responding to infectious disease threats or epidemics. Executive Manager Ada informed the Board that the Airport will provide whatever possible, however GIAA's only purview is directing planes, the clinical response is from Department of Public Health (DPHSS).

The Vice Speaker has also sent an email with notice of an Oversight Hearing on February 6, 2020 relative to the coronavirus and measures that are being taken. Executive Manager Ada went on to inform the Board of multi-agency meetings that have taken place to discuss coronavirus procedures and scenarios.

Director Weakley inquired if the Vice Speaker's Office should be invited for the multi-agency meetings. Executive Manager Ada replied that the Vice Speaker's Office will be extended an invitation. Discussion followed relative to procedures.

*Chairman Bamba at this time announced the arrival of Director Tainatongo.

5. OLD BUSINESS

A. Board Committees and Assignments

Chairman Bamba presented a memorandum to the Board dated January 30, 2020 regarding previously recommended Board sub-committees. The Chairman suggested Committees that include Board and Management participation to drive policy and work hand in hand with Management. Discussion followed relative to educating the Board.

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

Resolution No. 20-17

The Board hereby approves the Board Committees and Assignments as presented:

1. **Strategic Development and Finance**
   Chair: Brian Bamba
   Gurvinder (Bic) Sobti
   Comptroller
   Airport Services Manager
   Airport Terminal Manager
2. **Capital Improvement Projects (CIP)**
   Chair: Zenon Belanger
   Gurvinder (Bic) Sobti
   P&F Superintendent
   Engineering Supervisor
   Finance and Accounting Supervisor
3. **People & Operations**
   Chair: Rosie Tainatongo
   Donald Weakley
   Deputy Executive Manager
   Airport Services Manager
   Commercial Property Manager
4. **Air Service Development, Marketing, & Customer Service**
   Chair: Lucy Alcorn
   Doyon Morato
   Airport Services Manager
   Commercial Property Manager
   Marketing Administrator
5. **Legislative Issues & Litigation**
   Chair: Brian Bamba
   Gurvinder (Bic) Sobti
   Doyon Morato (for conflict matters)
   Executive Manager
   Deputy Executive Manager
   Comptroller
   Airport Services Manager

6. NEW BUSINESS

A. Strategic Partnership Study

I. Approval of Resolution to enter into MOA with GEDA to Undertake Study

II. Approval of Budget to Fund Strategic Partnership Study

The first item discussed was the Strategic Partnership study. Executive Manager Ada informed the Board that Airports around the world are entering into various levels of public-private strategic partnerships for the purpose of accessing the private capital to upgrade aviation infrastructure and system capacity, and to improve passengers' airport experience. GIAA and GEDA recognize the need to study the costs and benefits associated with entering into various types of public-private partnership arrangements.

GIAA's Master Plan will be worked on in 2020. This will let us know what kind of capital GIAA has to work with. GEDA has administered the planning and implementation of multiple development projects utilizing its resources and expertise of Real Property Planning and Capital Raising. A consultant will be hired with expertise and be able to advise, support and collaborate with GEDA and GIAA with respect to the partnership study.

The MOA between GIAA and GEDA authorizes GIAA to undertake the study, and authorizes the allocation of $285,000.00 to execute the study. The funds will be under Administration division budget.

Chairman Bamba advised that GIAA will be involved in every step of the study.

Vice Chairman inquired if the GEDA Board is involved. Executive Manager Ada advised that the signatories will be the GIAA Executive Manager, GIAA Chairman, GEDA Director, GEDA Chairman and Legal Counsels.

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

Resolution No. 20-18

The Board hereby approves the Memorandum of Agreement (MOA) between GIAA and GEDA with regard to the strategic partnership study as presented and further authorizes the allocation of $285,000.00 to execute the study, subject to further review by Legal Counsel.

A. Approval of Budget for Procurement of Luggage Carts

The next item on the agenda was the procurement of luggage carts. Executive Manager Ada advised the Board that there are no numbers to present to that Board at this time, that Management is working with staff to gather the information such as price and quantity. At this time Executive Manager Ada is requesting for a budget not to exceed $200,000.00 for the procurement of luggage carts.

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

Resolution No. 20-19

The Board hereby authorizes a budget not to exceed $200,000.00 for the procurement of luggage carts.

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 Ada. The report included brief updates on Airport operations, CIPs and Regulatory updates.

Director Morato inquired on the RFP for the Master Food & Beverage Concession, if the Board would be provided an overview. Executive Manager Ada replied yes. Discussion followed relative to the opportunity for small businesses to be involved in concession.

8. REPORT OF THE COMPTROLLER

Mr. John Rios reported on the revenues and expenses of the Authority as of **December 31, 2019**. Mr. Rios reported that year-to-date Total Signatory Revenues are below budgeted revenues by **-2.6%**, year-to-date Total Concession Revenues and Passenger Facility Charges are above and below budget by **1.6%** and **-0.4%**, respectively. Year-to-date Total Other Revenues, inclusive of non-signatory and non-airline revenues are above the budget estimate by **8.3%**. Year-to-date Total Operating Revenues Actual of **$19.2M** is **0.8%** below the budget estimate of **$19.1M**. Year-to-date Total Operating Expenses are below budget by **-23.2%**. Components of this line item include a **-22.4%** decrease in Personnel Service, a **-21.1%** decrease in Contractual Services, a **-69.2%** decrease in Materials & Supplies and a **-0.00%** decrease in Equipment/Furnishings from budgeted amounts for these respective categories. The actual year-to-date Net Revenues from Operations of **$8.9M** reflects an increase of **58.5%** over the year-to-date budgeted amount of **$5.6M**. Mr. Rios reported that the year-to-date Debt Service Coverage is at **2.02** versus the requirement of **1.25.**

9. EXECUTIVE SESSION

Legal counsel announced that there would be no Executive Session.

10. PUBLIC COMMENTS

There were no Public Comments.

Director Weakley inquired with the Directors which email address they use for the Airport. A number of Directors mentioned that they would use the Airport email strictly for Airport business. The Chairman recommended Directors separate their personal email from the Airport email. Legal Counsel agreed and stated that it is best to separate Airport emails from their personal email. She noted that circumstances from a prior litigation required all Board of Directors at the time to make available their personal email files.

11. ADJOURNMENT

Motion to adjourn duly made by Director Weakley, seconded by Vice Chairman Sobti; motion unanimously passed. The meeting was adjourned at 4:14p.m.

Dated this 27th, day of February, 2020.

Brian J. Bamba
Chairman

Attest:

Donald I. Weakley
Board Secretary

Prepared and Submitted By:

Amanda O'Brien-Rios
Corresponding Secretary

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WE'RE ON IT 24/7

75th Anniversary Guam Liberation A Legacy of Peace and Friendship

BOARD OF DIRECTORS REGULARMEETING

3:00 p.m., Thursday, January 30, 2020

GIAA TERMINAL CONFERENCE ROOM #3

Public Notice

First Notice:
Guam Daily Post – January 23, 2020
Notice to Media – January 23, 2020

Second Notice:
Guam Daily Post – January 28, 2020
Notice to Media – January 28, 2020

AGENDA

1. Call to Order and Attendance
2. Approval of Agenda
3. Approval of Minutes
4. Correspondence
5. Old Business
   - A. Board Committee and Assignments
6. New Business
   - A. "Strategic Partnership" Study
     - i. Approval of Resolution to enter into MOA with GEDA to undertake study
     - ii. Approval of budget to fund "Strategic Partnership" study
   - B. Approval of Budget for Procurement of Luggage Carts
7. Report of Executive Manager
8. Report of the Comptroller
9. Executive Session
10. Public Comments
11. Adjournment

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WE'RE ON IT 24/7

75th Guam Liberation — A Legacy of Peace and Friendship

BOARD OF DIRECTORS REGULAR MEETING
3:00 p.m., Thursday, January 30, 2020
GIAA TERMINAL CONFERENCE ROOM #3

SIGN IN SHEET

NAME	COMPANY/AGENCY
J. Ed. Javellana	GIAA
VICTOR J. CRUZ	GIAA.
VINCE NAPUTI	GIAA
Raynel Mantanona	ARFF
PRICIA GRANILLO	AM INSURANCE
ANNMARIE MUNA	AM INSURANCE

AMERICAN ASSOCIATION OF AIRPORT EXECUTIVES
AIRPORTS COUNCIL INTERNATIONAL
NASAO National Association of State Aviation Officials
TIACA THE INTERNATIONAL AIR CARGO ASSOCIATION

Republicans kill Democratic effort to subpoena White House records

By Jennifer Haberkorn
Los Angeles Times

WASHINGTON - The Senate on Tuesday afternoon rejected a Democratic attempt to subpoena the White House for documents related to the Trump administration's effort to hold and then release military aid for Ukraine - the centerpiece of the impeachment trial underway.

The effort came as Republicans backed off a plan to restrict the arguments from both House Democrats and President Donald Trump's lawyers to four days instead of six, a retreat that Democrats hoped would signal weakness in the GOP stronghold on the trial's blueprint.

But the Democrats' motion to issue a subpoena was dispensed with, 53-47, with all Democrats voting in support of accepting it and all Republicans against. The effort is the first in a series of Democratic amendments expected Tuesday. By the end of the day, the Senate is expected to approve a Republican effort to set up the rules governing the trial, including a plan to delay any decision on witnesses until after opening arguments and senators' questions.

The starkly partisan vote offered a glimpse of what has already become an extremely divisive Senate impeachment trial. Senators of both parties clung closely to their sides' talking points. Lawyers representing the president dubbed the impeachment effort "ridiculous." Rep. Adam B. Schiff, a California Democrat serving as the lead impeachment manager, called it "ass-backwards ... to have a trial and then ask for witnesses," as Republicans plan to do.



IMPEACHMENT: *In a screengrab taken from a Senate Television webcast, House impeachment manager Rep. Adam Schiff (D-Calif.) speaks during impeachment proceedings against President Donald Trump in the Senate at the U.S. Capitol in Washington, D.C., on Tuesday, Jan. 21. Senate Television/Getty Images/Tribune News Service*

Although Republicans plan to punt a debate over witnesses until after both sides present their arguments, Republicans did back down on an effort to fast-track the proceedings. Senate Majority Leader Mitch McConnell, R-Ky., wanted to limit the arguments to 24 hours over two days for each side, creating extremely long days. Instead, each side will have 24 hours over three days. The change was announced Tuesday afternoon as the clerk of the Senate read the resolution aloud at the start of a debate over whether witnesses and documents would be subpoenaed.

The change was made after a discussion at a closed-door GOP lunch Tuesday, according to a McConnell aide. Some Republicans raised concerns about the original timeline. With a narrow 53-seat majority in the Senate, McConnell has little wiggle room to keep his caucus united, and he has boasted that he has the GOP votes to pass the rules package without any Democratic support.

Sen. Susan Collins, R-Maine, "and others raised concerns about the 24 hours of opening statements in two days and the admission of the House transcript in the record," according to CollinsspokeswomanAnnieClark."Her

RECORDS continued on page 15

Chinese coronavirus outbreak has reached US shores, CDC says

By Emily Baumgaertner
Los Angeles Times

A man in Washington state has been sickened by the new coronavirus spreading through Asia, marking the first confirmed case in the United States, experts from the Centers for Disease Control and Prevention announced Tuesday.

The patient, a resident of Snohomish County, recently returned to the U.S. after visiting the region around Wuhan, China, the epicenter of the outbreak. Once inside the U.S., he began to experience pneumonia-like symptoms and notified his doctor about his travel history. Test results for the virus returned positive over the weekend.

The man, who is in his 30s, was transported to Providence Regional Medical Center in Everett, Washington, where he is being monitored and is in good condition, officials said.

Chinese officials have detected at least 198 cases in Wuhan, where six people have died. Officials have also identified 20 cases in Beijing, Shanghai and southern Guangdong province.

Additional cases of infected patients have been confirmed in South Korea, Japan and Thailand, according to the Chinese government. And Taiwan's disease surveillance officials said Tuesday that one traveler to Wuhan has returned sickened with the virus.

The patient in Everett is the only known case outside of Asia, and he represents the farthest spread of the novel coronavirus.

"We do expect additional cases in

CORONAVIRUS continued on page 15



A.B. WON PAT INTERNATIONAL AIRPORT GUAM
Aturidat Puetton Bakon Airon Guahan Entetnasonat

The Honorable
Lourdes A. Leon Guerrero
Governor

The Honorable
Joshua F. Tenorio
Lt. Governor

GUAM

PUBLIC NOTICE

The Board of Directors of the A.B. Won Pat International Airport Authority, Guam (GIAA) will convene its Regular Board Meeting on **Thursday, January 30, 2020** at **3:00 p.m.**, in the Terminal Conference Room No.3. In addition to regular matters, pursuant to 5 G.C.A. §8111(c)(2), Executive Session will be held to discuss DFS Guam L.P. related litigation to which GIAA is or may be a party. Parking is available in the Public Parking Lot.

For special accommodations or agenda items, please call the Board Office at 642-4717/18.
(This ad paid for by GIAA)

PUBLICATION NOTICE

In accordance with the provisions of Guam Code Annotated, Title XI, Chapter III, Section 3315, notice is hereby given that:

S&K FAMILY CORPORATION
dba: ALUPANG BEACH STORE

has applied for a Class: **Five (5) General Off Sale Alcoholic Beverage License.** said premises being marked as Lot: 2015 1 REM NEW 2 ALUPANG TOWER COMMERCIAL UNT. 3 999 S. Marine Corp., Tamuning.

Doc. No. 35GL-20-178.

Democrats call for Bolton to testify

By Seung Min Kim and Felicia Sonmez
The Washington Post

WASHINGTON – Congressional Democrats called for former national security adviser John Bolton to testify in President Donald Trump's impeachment trial following a new report that the president told Bolton in August that he wanted to withhold military aid to Ukraine unless it aided investigations into the Bidens.

The New York Times reported Sunday evening that in last summer's conversation, Trump directly tied the holdup of nearly $400 million in military assistance to the investigations of former vice president Joe Biden and his son Hunter Biden. That is according to an unpublished manuscript of Bolton's forthcoming book, The Times said.

The book, "The Room Where It Happened," is scheduled for publication March 17, but a White House review could attempt to delay its publication or block some of its contents.

Two people familiar with the book, who requested anonymity because of the sensitivity of the project, confirmed that it details Trump tying aid to the desire for Biden probes and details a number of conversations about Ukraine that he had with Trump and key advisers, such as Secretary of State Mike Pompeo. They said Bolton is ready to testify in the Senate impeachment trial.


John Bolton

In a joint statement, the seven House impeachment managers called the report "explosive" and urged the Senate, controlled by Republicans, to agree to call Bolton as a witness in Trump's trial, which kicks off its second full week Monday. Bolton has said he would testify before the Senate if subpoenaed.

"The Senate trial must seek the full truth and Mr. Bolton has vital information to provide," the managers said in a statement Sunday. "There is no defensible reason to wait until his book is published, when the information he has to offer is critical to the most important decision senators must now make – whether to convict the president of impeachable offenses."

Trump is on trial, facing two charges – abuse of power and obstruction of Congress.

The assertion from Bolton could undermine one core defense that has repeatedly been laid out by Trump, his defenders and his legal team: that there was no explicit quid pro quo involved when the administration withheld the military assistance, as well as a White House visit coveted by Ukraine.

The White House has said that Trump's request for Ukrainian President Volodymyr Zelenskiy to investigate the Bidens, as well as a discredited theory that Ukraine interfered in the 2016 elections, was because he was interested in rooting out corruption and that he did nothing improper.

The president's legal defense team is expected to mount a vigorous defense Monday, when they deliver a full day of arguments against the impeachment charges.

The revelation from the Bolton book was certain to roil the dynamics of the trial this week, when the Senate was expected to face a critical vote on whether to allow witnesses at all.

Charles Cooper, an attorney for Bolton, said he submitted the manuscript to the National Security Council's records management division on Dec. 30 for a standard review process to examine potentially classified information. Cooper said they believed that the book manuscript did not include any classified material, and that its contents would not be shared with officials outside that review process.

"It is clear, regrettably, from The New York Times article published today that the prepublication review process has been corrupted and that information has been disclosed by persons other than those properly involved in reviewing the manuscript," Cooper said in the statement.

Sarah Tinsley, a spokeswoman for Bolton, added: "The ambassador has not passed the draft manuscript to anyone else. Period."

Andrew Yang will be back on Democratic debate stage


BACK ON THE DEBATE: *Democratic presidential candidate and entrepreneur Andrew Yang speaks to guests during a campaign stop on his 45th birthday at Drake University in Des Moines, Iowa, Jan. 13. Scott Olson/Getty Images/Tribune News Service*

By Emma Kinery
Bloomberg News

WASHINGTON – Businessman and outsider Democratic candidate for president, Andrew Yang, has earned a spot in the upcoming eighth democratic debate in New Hampshire.

To make the stage for the debate on Feb. 7, candidates have to receive at least 5% in four Democratic National Committee-approved polls or 7% in two early-state polls. Candidates also have to receive at least 225,000 individual contributions. Yang had already met the donor threshold. He earned 7% in a national poll from a Washington Post and ABC News poll and 5% in a Fox News poll, both released Sunday.

He had received 5% in a December NPR/PBS/Marist national poll and 5% in an early January Quinnipiac University national poll.

Other candidates

Joe Biden, Pete Buttigieg, Amy Klobuchar, Bernie Sanders, Tom Steyer and Elizabeth Warren have already qualified. Candidates who come out of the Iowa caucus with at least one pledged delegate to the Democratic convention also automatically qualify for the debate.

The entrepreneur did not qualify for the last debate in Des Moines. He's currently on a 17-day bus tour of Iowa ahead of the Feb. 3 caucus in that state.

Michael Bloomberg is also seeking the Democratic presidential nomination. He is the founder and majority owner of Bloomberg LP, the parent company of Bloomberg News.

A.B. WON PAT INTERNATIONAL AIRPORT GUAM
Atturidat Puetton Batkon Ainen Guahan Entetnasional

The Honorable
Lourdes A. Leon Guerrero
Governor

The Honorable
Joshua F. Tenorio
Lt. Governor

GUAM

PUBLIC NOTICE

The Board of Directors of the A.B. Won Pat International Airport Authority, Guam (GIAA) will convene its Regular Board Meeting on **Thursday, January 30, 2020** at **3:00 p.m.**, in the Terminal Conference Room No.3. In addition to regular matters, pursuant to 5 G.C.A. §8111(c)(2), Executive Session will be held to discuss DFS Guam L.P. related litigation to which GIAA is or may be a party. Parking is available in the Public Parking Lot.

For special accommodations or agenda items, please call the Board Office at 642-4717/18.
(This ad paid for by GIAA)

PUBLIC NOTICE

The Guam Council on the Arts and Humanities Agency will hold its Regular Board Meeting on Tuesday, February 4, 2020 at 3:00 p.m. at the Guam Public Library Board Conference Room in Hagåtña.

Persons requiring special accommodations should contact the GCAHA Office at 300-1204-8 or fax at 300-1209.

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Doc. No. 35GL-20-1781.

OFFICE OF VICE SPEAKER
TELENA CRUZ NELSON

COMMITTEE ON EDUCATION, AIR TRANSPORTATION,
AND STATISTICS, RESEARCH, AND PLANNING
I MINA'TRENTAI SINGKO NA LIHESLATURAN GUAHAN | 35th GUAM LEGISLATURE

January 30, 2020

TRANSMITTED VIA EMAIL
tom.ada@guamairport.net

Mr. Thomas C. Ada
Executive Manager
Guam International Airport Authority
355 Chalan Pasaheru, Route 10-A
Tamuning, Guam 96911

SUBJECT: Coronavirus Response and Freedom of Information Act Request

Dear Mr. Ada,

The recent coronavirus outbreak in China, which continues to show signs of spreading regionally and globally, is becoming an alarming concern for our island and people. As of January 28, 2020, the World Health Organization (WHO) has reported nearly 5,000 confirmed cases of coronavirus and over 100 deaths as a result of contracting the virus. These numbers continue to grow and there remains no proven therapy or antidote available.

The WHO reported 50 international cases of coronavirus across 14 countries, which include a number of our regional neighbors and top tourism markets, like Japan and South Korea. Additionally, 585 Chinese citizens visited Guam in December 2019, according to the Guam Visitors Bureau's December 2019 arrival summary report, with potentially hundreds more having visited Guam this past month. Other Guam tourism markets with confirmed cases include Malaysia, Singapore and Australia. In total, the WHO has confirmed 29 cases in the Western Pacific region as of January 28, 2020, and stated that the risk for spread of the virus regionally and globally is high. This is highly concerning for our island's international airport, which continues to see incoming flights from each of the previously mentioned countries.

It is because of these rising statistics and growing risks that I respectfully request that the Guam International Airport Authority immediately suspend all incoming flights from countries that have confirmed cases of coronavirus, including China, Japan, Korea, Malaysia, Singapore and Australia, and countries suspected of having cases of coronavirus, and see regular flights to Guam, such as the Philippines, Taiwan and Hong Kong, until a local mitigation plan is in place.

Some international airlines have already committed to suspending flights in light of the coronavirus, including United Airlines, which suspended 24 flights between the United States and China on January 28, 2020, and British Airways, which has suspended all direct flights between the

173 ASPINALL AVENUE, SUITE 202A ADA PLAZA CENTER HAGÅTÑA, GUAM 96910
Phone: (671) 989-7696/4678 **Email:** senatortcnelson@guamlegislature.org

United Kingdom and China as of January 29, 2020. By suspending Guam's flights from countries with confirmed cases, our local government can first work to ensure that the island's public health agencies are not only ready to respond, but also adequately equipped with the resources they need. Additionally, it is important that our island community and tourism industry know of the airport's response and plans in the event an infected traveler enters through our air terminals. To date, 20 international airports across the United States have opened quarantine stations to screen new arrivals in hopes of stopping further infections.

The WHO has recommended several practices and procedures airports may implement in light of the coronavirus outbreak, including the following:

- Public health authorities should provide travellers information to reduce the general risk of acute respiratory infections, via health practitioners, travel health clinic, travel agencies, conveyance operators and at Points of Entry;
- Conduct exit screening at international airports and ports in the affected areas, with the aims of early detection of symptomatic travellers for further evaluation and treatment, and thus prevent exportation of the disease while minimizing interference with international traffic;
- Exit screening includes checking for signs and symptoms (fever above 38°, cough), interview of passengers with respiratory infection symptoms leaving the affected areas with regards to potential exposure to high-risk contacts or to the presumed animal source, directing symptomatic travellers to further medical examination, followed by testing for 2019-nCoV, and keeping confirmed cases under isolation and treatment;
- Encourage screening at domestic airports, railway stations, and long-distance bus stations as necessary;
- Travellers who had contact with confirmed cases or direct exposure to potential source of infection should be placed under medical observation. High-risk contacts should avoid travel for the duration of the incubation period (up to 14 days);
- Implement health information campaigns at Points of Entry to raise awareness of reducing the general risk of acute respiratory infections and the measures required, should a traveller develop signs and symptoms suggestive of infection with the 2019-nCoV and how they can obtain assistance.

Pursuant to the authority granted by the Sunshine Reform Act of 1999 (5 GCA, § 10103), I hereby request the following:

- What are the Guam International Airport Authority's procedures for preventing, detecting and responding to infectious disease threats or epidemics? Please provide relevant Standard Operating Procedures.
- What measures has GIAA put in place for these procedures? What procedures have been in place or enacted in response to the international spread of coronavirus?
- What resources does GIAA have to be able to accurately identify the coronavirus? Has GIAA procured any resources, especially test kits, to be prepared in the event an individual suspected of having the coronavirus enters Guam's air terminals?

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- What measures has GIAA established in the case that an individual suspected of having the coronavirus is identified in flight and upon arriving to the air terminal? What are the procedures for placing individuals suspected of having the coronavirus in flight?
- What additional measures can GIAA pursue to be adequately equipped and prepared in the event a case of coronavirus is confirmed locally? Approximately how much time would be necessary to plan and execute these measures?
- What correspondence, if any, has GIAA had with the World Health Organization and Centers for Disease Control and Prevention regarding the coronavirus? Please provide any relevant documents.

Under § 10103(d), 5 GCA, compliance with this request is required within four (4) working days from the date of receipt of this request. These items may be submitted electronically to senatortcnelson@guamlegislature.org or hand-delivered to our office at 173 Ada Plaza Center Aspinall Avenue, Suite 202A. Hagåtña, Guam 96910.

Senseramente.

Vice Speaker Telena Cruz Nelson,
35th Guam Legislature

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OFFICE OF VICE SPEAKER
TELENA CRUZ NELSON

CHAIRPERSON OF THE COMMITTEE
ON EDUCATION, AIR TRANSPORTATION, AND STATISTICS, RESEARCH, AND PLANNING
***I MINA'TRENTAI SINGKO NA LIHESLATURAN GUAHAN* | 35th GUAM LEGISLATURE**

January 30, 2020

RECALL

MEMORANDUM

To: All Honorable Senators, Stakeholders, and Media
From: Vice-Speaker Telena Nelson, Vice Chairperson
Subject: **First Notice of Oversight Hearing: February 6, 2020 at 12:00pm**

Håfa Adai! Please be advised that the Committee on Education and Air Transportation will convene a Joint Oversight Hearing on Thursday, February 6, 2020 at 12:00 p.m. in the Public Hearing Room of the Guam Congress Building, 163 Chalan Santo Papa, *Hagåtña*, Guam 96910. The agenda for the hearing includes the following:

12:00PM – Oversight Hearing: Coronavirus

A letter has been sent to the relevant agencies to request information on the following questions:

- What is the Guam International Airport Authority's procedures for preventing, detecting and responding to infectious disease threats or epidemics? Please provide relevant Standard Operating Procedures.
- What measures has GIAA put in place for these procedures? What procedures have been in place or enacted in response to the international spread of coronavirus?
- What resources does GIAA have to be able to accurately identify the coronavirus? Has GIAA procured any resources, especially test kits, to be prepared in the event an individual suspected of having the coronavirus enters Guam's air terminals?
- What measures has GIAA established in the case that an individual suspected of having the coronavirus is identified in flight and upon arriving to the air terminal? What are the procedures for placing individuals suspected of having the coronavirus in flight?
- What additional measures can GIAA pursue to be adequately equipped and prepared in the event a case of coronavirus is confirmed locally? Approximately how much time would be necessary to plan and execute these measures?
- What correspondence, if any, has GIAA had with the World Health Organization and Centers for Disease Control and Prevention regarding the coronavirus? Please provide any relevant documents.

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Tel: (671) 989-7696/4678 | Email: senatortcnelson@guamlegislature.org

Written testimonies may be delivered to the Office of Vice Speaker Nelson at 173 Aspinall Avenue, Suite 202A, Ada Plaza Center, *Hagåtña,* Guam 96910 or submitted via email to senatortcnelson@guamlegislature.org. The Committee requests that testimonies be submitted at least forty-eight (48) hours prior to the hearing.

In compliance with the American with Disabilities Act, individuals requiring assistance or accommodations should contact the Office of Vice-Speaker Nelson by phone call at 989-7696 or via email at senatortcnelson@guamlegislature.org. *Si Yu'os Ma'åse'!*

Senseramente,

Vice Speaker Telena Cruz Nelson,
35th Guam Legislature

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Fax (671) 646-8823
www.guamairport.com

WE'RE ON IT 24/7

75th Guam Liberation — A Legacy of Peace and Friendship

January 30, 2020

MEMORANDUM

TO: Board of Directors

FROM: Chairman of the Board

SUBJECT: **Board Committee and Assignments**

As provided by the GIAA Board of Directors By-Laws, Standing Committees chaired by the members of the Board were established based on experience and work load. The following are suggested committees and their respective Board members:

1. **Strategic Development and Finance**
   Chair: Brian Bamba
   Gurvinder (Bic) Sobti
   Comptroller
   Airport Services Manager
   Airport Terminal Manager
2. **Capital Improvement Projects (CIP)**
   Chair: Zenon Belanger
   Gurvinder (Bic) Sobti
   P&F Superintendent
   Engineering Supervisor
   Finance & Accounting Supervisor
3. **People & Operations**
   Chair: Rosie Tainatongo
   Don Weakley
   Deputy Executive Manager
   Airport Services Manager
   Commercial Property Manager
4. **Air Service Development, Marketing, & Customer Service**
   Chair: Lucy Alcorn
   Doyon Morato
   Airport Services Manager
   Commercial Property Manager
   Marketing administrator
5. **Legislative Issues & Litigation**
   Chair: Brian Bamba
   Gurvinder (Bic) Sobti

Doyon Morato (for conflict matters)
Executive Manager
Deputy Executive Manager
Comptroller
Airport Services Manager

The Executive Manager is an Ex-Officio member of all Committees. The Airport Consultant participation can be requested by any Committee.

I will be available should you have any questions or wish to discuss further.

BRIAN J. BAMBA

cc: EM
DEM
Division Heads
Legal Counsel

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WE'RE ON IT 24/7

January 30, 2020

MEMORANDUM

To: Mr. Brian Bamba
Chairman
GIAA Board of Directors

From: John A. Rios
Comptroller

Subject: **Operating Results – Revenues and Expenses as of December 31, 2019**

Attached herewith is GIAA's Operating Results Report for the month ending December 31, 2019. This report summarizes the Budgeted versus Actual Revenues and Expenses for the month and year-to-date results ended December 31, 2019.

The key operating results for 3 month(s) of FY2020 ending December 31, 2019 – (in $000's) are

CATEGORY	Actual FY20 Current Month	YEAR-TO-DATE			FORECAST FOR FULL YEAR-FY20	
		Budget FY20 Y-T-D	Actual FY20 Y-T-D	% Variance Budget vs. Actual Y-T-D Current Month	Actual Y-T-D FY20 Budget	% Variance Budget vs. Estimate for Full Year
Total Signatory Revenues	$ 3,027.3	$ 8,784.9	$ 8,555.7	-2.6%	$ 33,945.5	-0.7%
Total Concession Revenues	$ 1,553.0	$ 4,391.4	$ 4,462.5	1.6%	$ 19,085.0	0.4%
Total PFC's	$ 688.9	$ 1,979.3	$ 1,971.0	-0.4%	$ 7,740.8	-0.1%
Total Other Revenues	$ 1,435.9	$ 3,916.9	$ 4,243.6	8.3%	$ 15,753.1	2.1%
Total Operating Revenues	$ 6,705.0	$ 19,072.4	$ 19,232.8	0.8%	$ 76,524.4	0.2%
Total Operating Expenses	$ 3,331.0	$ 13,463.8	$ 10,340.4	-23.2%	$ 49,369.8	-6.0%
Net Revenues from Operations	$ 3,374.0	$ 5,608.7	$ 8,892.5	58.5%	$ 27,154.6	13.8%
Non-Operating Expenses	$ 44.9	$ 436.0	$ 379.4	-13.0%	$ 743.4	-7.1%
Other Available Moneys/other sources of funds	$ 544.8	$ 1,689.7	$ 1,646.5	-2.6%	$ 6,715.6	-0.6%
Net Debt Service Coverage	**4.47**	**1.12**	**2.02**	**80.0%**	**1.42**	**16.0%**

AMERICAN ASSOCIATION OF AIRPORT EXECUTIVES
AIRPORTS COUNCIL INTERNATIONAL
NASAO National Association of State Aviation Officials
TIACA THE INTERNATIONAL AIR CARGO ASSOCIATION

Year-to-date Total Signatory Revenues for the month ending December 31, 2019 are below Budgeted revenues by **-2.6%.** Signatory revenue estimates are based on projections submitted by Signatory airlines and adopted in the annual budget.

Year-to-date Total Concession Revenues are **1.6%** above budget while Passenger Facility Charges are below the budget estimate by **-0.4%.**

Year-to-date Total Other Revenues, inclusive of non-signatory and non-airlines revenues, are above the budget estimate by **8.3%.**

Year-to-date Total Operating Revenues actual of **$19.2M** is **0.8%** above the budget estimate of **$19.1M**.

Year-to-date Total Operating Expenses are below budget by **-23.2%.** Components of this line item include a **-22.4%** decrease in Personnel Service, a **-21.1%** decrease in Contractual Services, a **-69.2%** decrease in Materials & Supplies and a **0.0%** decrease in Equipment/Furnishings from budgeted amounts for these respective categories.

The actual year-to-date Net Revenues from Operations of **$8.9M** represents a **58.5%** increase over the year-to-date budgeted amount of **$5.6M**.

Finally, our year-to-date results for Debt Service Coverage is at **2.02** 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 December 31, 2019

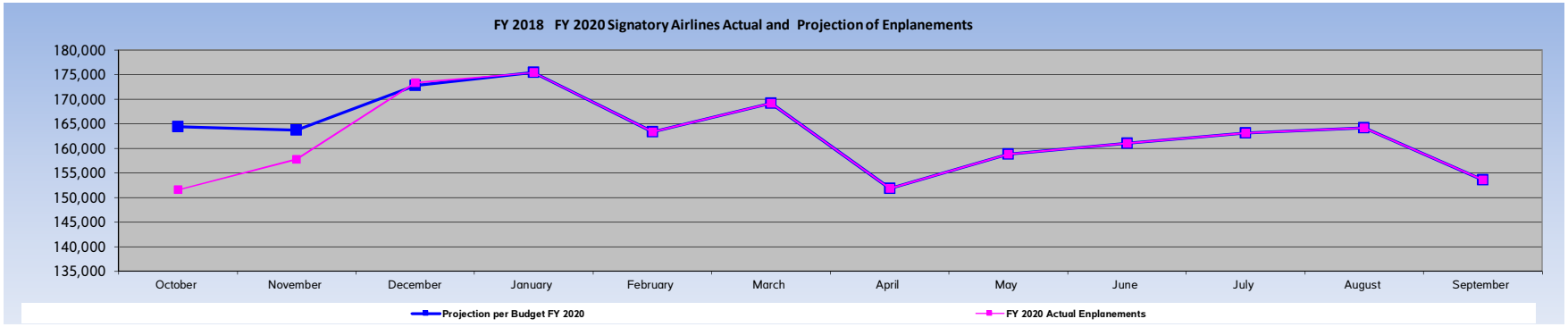
	CURRENT MONTH					YEAR TO DATE				FULL YEAR FORECAST	
	Actual FY2019	Budget FY2020	Actual FY2020	%Var Bud Vs Act'l	Budget Full Year	Actual FY2019	Budget FY2020	Actual FY2020	%Var Bud Vs Act'l	Actual/Est	%Var Bud Vs Act'l
I. Signatory Airline Rents & Fees											
Terminal Bldg Rentals	356.6	333.5	335.4	0.6%	3,997.2	1,066.2	1,002.6	989.8	-1.3%	3,984.4	-0.3%
Departure Fees	719.3	650.6	653.3	0.4%	7,385.1	1,984.2	1,886.3	1,819.2	-3.6%	7,318.0	-0.9%
Arrival Fees	738.3	644.4	651.3	1.1%	7,320.2	2,051.0	1,902.5	1,800.4	-5.4%	7,218.0	-1.4%
Immigration Inspection Fees	259.0	235.2	235.6	0.2%	2,642.6	719.5	686.5	657.2	-4.3%	2,613.3	-1.1%
Loading Bridge Use Fees	486.6	687.1	724.3	5.4%	8,245.3	1,414.0	2,105.0	2,055.6	-2.3%	8,195.9	-0.6%
Apron Use Fees	117.4	122.6	132.1	7.7%	1,413.5	325.6	370.6	375.5	1.3%	1,418.4	0.3%
Landing Fees	277.9	275.1	295.3	0.0%	3,170.7	760.2	831.3	858.0	3.2%	3,197.4	0.0%
Total Signatory Revenue	**2,955.0**	**2,948.5**	**3,027.3**	**2.7%**	**34,174.7**	**8,320.7**	**8,784.9**	**8,555.7**	**-2.6%**	**33,945.5**	**-0.7%**
Enplaned Signatory Pax	164,554	172,792	173,278	0.3%	1,961,267	450,968	500,950	482,543	-3.7%	1,942,860	-0.9%
Cost per Enplaned Pax	**$17.96**	**$17.06**	**$17.47**	**2.4%**	**$17.42**	**$18.45**	**$17.54**	**$17.73**	**1.1%**	**$17.47**	**0.3%**
Revenues from Sources other than Signatory Airlines Rents & Fees											
Concession Revenues											
Gen Mdse	1,091.1	1,091.0	1,165.1	6.8%	14,528.0	3,272.9	3,272.8	3,375.6	3.1%	14,630.7	0.7%
In-flight Catering	82.3	76.2	83.4	9.4%	908.0	231.8	220.2	229.7	4.3%	917.5	1.1%
Food & Beverage	87.9	86.9	104.2	19.8%	1,042.7	250.1	252.2	290.0	15.0%	1,080.5	3.6%
Rental Cars	145.8	150.5	136.5	-9.3%	1,840.5	420.6	426.4	394.4	-7.5%	1,808.4	-1.7%
Other Concession Rev	74.6	70.8	63.8	-9.9%	694.9	216.2	219.8	172.8	-21.4%	647.9	-6.8%
Total Concession Revenues	**1,481.7**	**1,475.5**	**1,553.0**	**5.3%**	**19,014.0**	**4,391.6**	**4,391.4**	**4,462.5**	**1.6%**	**19,085.0**	**0.4%**
Passenger Facility Charges	702.5	682.7	688.9	0.9%	7,749.0	1,750.5	1,979.3	1,971.0	-0.4%	7,740.8	-0.1%
Other Revenue	1,418.0	1,328.0	1,435.9	8.1%	15,426.4	4,397.9	3,916.9	4,243.6	8.3%	15,753.1	2.1%
Total Operating Revenue	**6,557.3**	**6,434.6**	**6,705.0**	**4.2%**	**76,364.0**	**18,860.7**	**19,072.4**	**19,232.8**	**0.8%**	**76,524.4**	**0.2%**
II. Operating Expenses:											
Personnel Services	1,505.3	2,560.6	1,543.6	-39.7%	22,191.8	4,679.3	5,974.8	4,636.4	-22.4%	20,853.4	-6.0%
Contractual Services	1,947.9	2,301.0	1,748.8	-24.0%	27,018.0	5,792.7	7,064.8	5,573.2	-21.1%	25,526.3	-5.5%
Materials & Supplies	32.3	143.6	38.6	-73.1%	2,765.7	73.2	424.2	130.8	-69.2%	2,472.4	-10.6%
Equipment/Furnishings	0.0	0.0	0.0	0.0%	517.8	0.0	0.0	0.0	0.0%	517.8	0.0%
Total Operating Expenses	**3,485.5**	**5,005.3**	**3,331.0**	**-33.4%**	**52,493.2**	**10,545.2**	**13,463.8**	**10,340.4**	**-23.2%**	**49,369.8**	**-6.0%**
Net income from Operations	**3,071.7**	**1,429.4**	**3,374.0**	**136.0%**	**23,870.8**	**8,315.5**	**5,608.7**	**8,892.5**	**58.5%**	**27,154.6**	**13.8%**

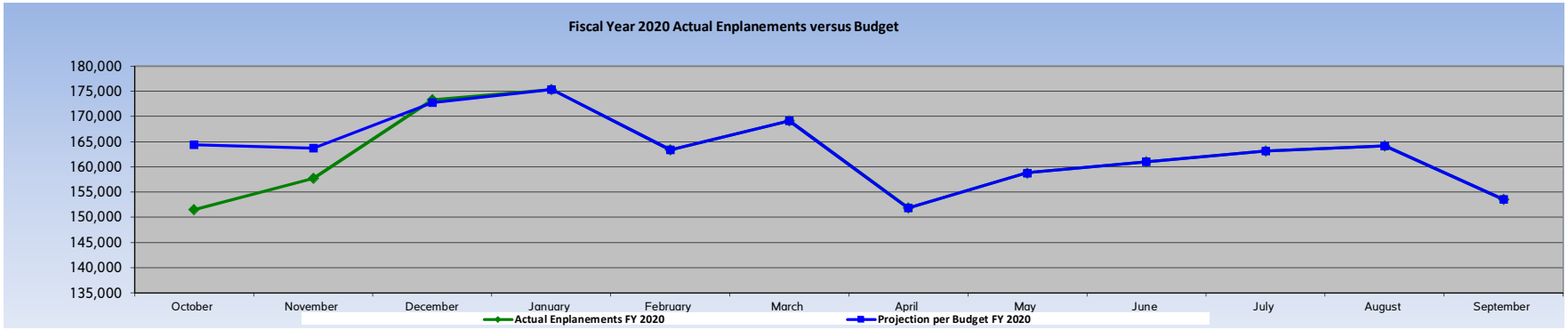
GUAM INTERNATIONAL AIRPORT AUTHORITY
KEY OPERATING RESULTS ($000's)
As of December 31, 2019

	CURRENT MONTH					YEAR TO DATE				FULL YEAR FORECAST	
	Actual FY2019	Budget FY2020	Actual FY2020	%Var Bud Vs Act'l	Budget Full Year	Actual FY2019	Budget FY2020	Actual FY2020	%Var Bud Vs Act'l	Actual/Est	%Var Bud Vs Act'l
III. Other Revenues and Expenses											
Less: Non Operating Expense(Ret/DOI/OHS)	44.9	0.0	44.9	#DIV/0!	800.0	361.0	436.0	379.4	-13.0%	743.4	-7.1%
Add: Interest on Investments	140.9	139.3	0.0	-100.0%	1,203.8	293.3	288.8	175.1	-39.4%	1,090.1	-9.4%
Net Revenues	3,167.7	1,568.7	3,329.1	112.2%	24,274.6	8,247.7	5,461.5	8,688.2	0.3	27,501.2	13.3%
Add: Other Sources of Funds	14.9	33.3	14.9	0.0%	400.0	44.2	100.0	56.8	0.7	356.8	-10.8%
Add: Other Available Moneys	530.0	529.9	529.9	0.0%	6,358.8	1,590.0	1,589.7	1,589.7	0.0%	6,358.8	0.0%
Net Revenues and Other Available Moneys	**3,712.6**	**2,131.9**	**3,873.9**	**81.7%**	**31,033.4**	**9,881.9**	**7,151.2**	**10,334.6**	**44.5%**	**34,216.8**	**10.3%**
Debt Service payments	2,120.0	2,119.6	865.8	-59.2%	25,435.3	6,360.1	6,358.8	5,105.0	-19.7%	24,181.5	-4.9%
Debt Service Coverage	**1.75**	**1.01**	**4.47**	**344.8%**	**1.22**	**1.55**	**1.12**	**2.02**	**80.0%**	**1.42**	**16.0%**

SUMMARY SIGNATORY AIRLINES

Enplanements	October	November	December	January	February	March	April	May	June	July	August	September	Total
Projection per Budget FY 2020	164,423	163,736	172,792	175,385	163,341	169,140	151,816	158,800	160,982	163,106	164,179	153,567	1,961,267
FY 2018 Actual Enplanements	129,772	145,309	157,750	155,969	145,088	157,932	139,620	142,477	146,720	153,951	162,801	129,698	1,767,087
FY 2019 Actual Enplanements	137,359	149,055	164,554	172,617	155,215	169,061	137,139	147,855	148,080	158,771	182,370	153,899	1,875,975
FY 2020 Actual Enplanements/Projection	151,548	157,717	173,278	175,385	163,341	169,140	151,816	158,800	160,982	163,106	164,179	153,567	1,942,860
FY 2020 versus FY 2019 Monthly%	10.33%	5.81%	5.30%	1.60%	5.24%	0.05%	10.70%	7.40%	8.71%	2.73%	-9.97%	-0.22%	3.57%
FY 2020 versus FY 2019 Monthly	14,189	8,662	8,724	2,768	8,126	79	14,677	10,945	12,902	4,335	-18,191	-332	66,885
FY 2020 versus FY 2019 Cumulative	14,189	22,851	31,575	34,343	42,468	42,547	57,224	68,170	81,072	85,407	67,216	66,885	66,885
	10.33%	15.33%	19.19%	19.90%	27.36%	25.17%	41.73%	46.11%	54.75%	53.79%	36.86%	43.46%	3.57%





	Actual versus Forecast												
Enplanements	October	November	December	January	February	March	April	May	June	July	August	September	Total
Actual Enplanements FY 2020	151,548	157,717	173,278	175,385	163,341	169,140	151,816	158,800	160,982	163,106	164,179	153,567	1,942,860
Projection per Budget FY 2020	164,423	163,736	172,792	175,385	163,341	169,140	151,816	158,800	160,982	163,106	164,179	153,567	1,961,267
Actual Enplanements Over/(Under) Projection	(12,875)	(6,019)	486	0	0	0	0	0	0	0	0	0	(18,407)
Cumulative Total	(12,875)	(18,894)	(18,407)	0	0	0	0	0	0	0	0	0	-0.9%
	Percentage Over/(Under) Forecast												
	October	November	December	January	February	March	April	May	June	July	August	September	
% Monthly versus Projection	-7.8%	-3.7%	0.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
% Cumulative Total	-7.8%	-5.8%	-3.7%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
	Month to Month Trend												
	October	November	December	January	February	March	April	May	June	July	August	September	
Actual Enplanements	151,548	157,717	173,278	175,385	163,341	169,140	151,816	158,800	160,982	163,106	164,179	153,567	
Month to Month Increase/(Decrease)		6,169	15,561	2,107	-12,044	5,799	-17,323	6,984	2,182	2,124	1,073	-10,612	
Month to Month Increase/(Decrease) in %		4.1%	9.9%	1.2%	-6.9%	3.6%	-10.2%	4.6%	1.4%	1.3%	0.7%	-6.5%	

CPE	Cost Per Enplanement FY2019 Actual versus Projected												CPE FY20
Forecast Per FY2020 Budget	$ 18.16	$ 17.41	$ 17.06	$ 17.04	$ 17.12	$ 17.23	$ 17.77	$ 17.52	$ 17.19	$ 17.55	$ 17.34	$ 17.81	$ 17.42
Actual CPE	$ 18.07	$ 17.69	$ 17.05										
Variance	$ 0.09	$ (0.28)	$ 0.01	$ 17.04	$ 17.12	$ 17.23	$ 17.77	$ 17.52	$ 17.19	$ 17.55	$ 17.34	$ 17.81	$ 17.42

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RECOMMENDATION OF COUNSEL

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

CC: Mr. Thomas C. Ada
Executive Manager
ANTONIO B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM

FROM: Janalynn Cruz Damian
CALVO FISHER & JACOB LLP

DATE: January 22, 2020

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 regularly scheduled Board meeting to discuss DFS Guam L.P. related litigation to which GIAA is or may be a party.