



GUAM REGIONAL TRANSIT AUTHORITY
Government of Guam

Eddie B. Calvo, Governor
Raymond S. Tenorio, Lt. Governor
Enrique Agustin, Executive Manager

P.O. Box 2896
Hagatna, Guam 96932

Phone: (671) 475-4686 or 475-4616
Fax: (671) 475-4600



Guam Regional Transit Authority

Board of Directors Meeting

AGENDA

Monday, April 18, 2016 at 4:30PM

GRTA Conference Room (DPW Compound) Upper Tumon, Guam

- I. Call to order – Chairwoman
- II. Roll Call – Board of Directors (Members)
- III. Approval of Minutes
 - June 22, 2015 – pending
 - August 17, 2015 for approval
 - November, 2015 – for Approval
- IV. Executive Manager’s Report (Rick Agustin)
- V. Old Business
 - A. Bus Fare Increase
 - B. Replacement Fee Resolution 2016-002
- VI. Budget Report (Myra Abaya)
 - A. Ridership Statistics 2015 and 2016 – month to month
- VII. Opening of GRTA bank accounts Updates
- VIII. PC IV Report (Rally Pilipina)
 - A. Update of all procurement projects
- IX. New Business:
(April 18, 2016 Board Meeting Agenda)



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- A. Activate and fund approved Transit Business Plan
- B. Executive Manager and CTAA Convention and visit to FTA Region 9 May, 2016.
- C. State Wide Interim use of MV-1 Vans
- D. Website CTO scope of work (sent out RFQ – waiting for response).
- E. FestPac Issues (Ginger Porter/Gerard Cruz)
- F. Contracting out for attorney services.
- G. New Board Member Nomination
- H. Existing Bus Shelter at DPHSS
- X. Public Comments – 15 minutes
- XI. Executive Session
Bid-RFP for Legal Services
- XII. Adjournment

APPROVED BY:

LOUISE RIVERA

4-18-16

Date



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SIGN IN SHEET
GRTA Board of Directors Regular Board Meeting
Sign in Sheet
Monday, April 18, 2016 4:30pm
GRTA OFFICE (DPW Compound)

BOARD OF DIRECTORS		
Name	Sign In	Email Address / Phone Number
Louise C. Rivera <i>Chairwoman</i>		weezierivera@hotmail.com
Gerard A. Cruz <i>Vice Chair</i>		gerardcruz@gmail.com
Ginger S. Porter <i>Board of Director Secretary</i>		Ginger.porter47@gmail.com
Vicente D. Gumataotao <i>Board Member</i>		pitimayor@yahoo.com
Andrew S. Tydingco <i>Board Member</i>		pokilabot@teleguam.net
Vacant <i>Board Member</i>		
GRTA STAFF		
Name	Sign In	Email Address / Phone Number
Rick Agustin <i>Executive Manager</i>		rick.agustin@grta.guam.gov 475-4686
Myra Abaya <i>Administrative Officer</i>		myra.abaya@grta.guam.gov 300-0703
Penni Gates <i>Board Secretary</i>		penelope.gates@grta.guam.gov 475-4686
Rally Pilipina <i>Program Coordinator IV</i>		rally.pilipina@grta.guam.gov 300-7261
<i>Planner II</i>		
Janet Soriano <i>Administrative Aide</i>		janet.soriano@grta.guam.gov 300-7262
Michelle Marquez <i>Messenger</i>		michelle.marquez@grta.guam.gov 475-4603



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Board Officers

FY 2015

Chairman

Louise Rivera
Mayorlcrivera.tatuha@gmail.com

Vice Chairman

Gerard Cruz
565-5264/734-2291
Gerardcruz71@gmail.com

Secretary

Jason Cruz
777-2444
Jasonleecruz44@gmail.com

Members

Vicente Gumataotao
T (671) 472-1232/688-7877
pitimayor@yahoo.com

Ginger S. Porter
T (671) 735-2478
F (671) 734-5709
Ginger.porter@guamceddars.org

Andrew Tydingco - Absent
T (671) 929-9990
pokilabot@gmail.com

REGULAR MEETING MINUTES

**Regular Board Meeting of
August 17, 2015**

I. Call to Order:

The meeting was called to order by Chairwoman Louise Rivera at 4:34 p.m., at the GRTA Conference Room, 542 North Marine Corp Drive, Tamuning.

II. Roll Call:

Chairwoman Louise C. Rivera, Vice Chair Gerard Cruz, Secretary Jason Cruz, Member Vicente "Ben" Gumataotao, and Member Ginger Porter were present; Not present was Member Andrew Tydingco.

Also present were: Executive Manager Rick Agustin, Chief Planner Rudy Cabana, Board Secretary Penelope Gates, Program Coordinator IV Rally Pilipina, Admin Aide Janet Soriano and Michelle Marquez.

A quorum was established.



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III. Imagine Guam Presentation.

A presentation was made to the Board on Community Vision for 2065. Implications for Transportation include: 1) Training, 2) Planning and Policy, 3) Operations with Technology, 4) Monitoring (ADA and contractual), 5) Funding, and 6) Communication and Marketing.

IV. Public Comment

A. Ms. Lisa Ogo reported experiencing driver and scheduling errors. Ms. Ogo thought the cutting and pasting of reservations created errors and that schedulers do not see how that affects riders. EM Rick Agustin asked to set up a meeting with Ms. Ogo to fully discuss the issue and bring it to resolution.

B. Mr. Jacob Cruz stated that since the termination of the pilot program and the return to the previous schedule, there is a problem with scheduling paratransit after 11:30 am and 7:30 pm. Mr. Cruz also stated that August is three months away from the holiday season and asked if there was financial ability to extend services for the holiday.

V. Approval of Minutes.

The minutes of May 8, June 22, and July 28, 2015 were either pending or incomplete. All were tabled pending correction.

VI. Executive Manager's Report

1. Friday, August 14th is the closing of the **MSB for Operations**. The first step is the determination of qualified bidders, followed by the review of the bids by those determined qualified. Meeting is tomorrow: Ray Topasna, Committee Lead, Rudy Cabana, Rally Pilipina, and Todd Gillam comprise the review group.

2. GRTA received 1 bidder interested in bringing the **restrooms into compliance with ADA specifications**.

3. **Procurement of 17 passenger buses**, low floor and gas-operated, is ready to proceed pending combination of grant funding.

VII. Budget Report (Rick Augustin)

The budget report was presented by the Executive Manager. (Please see Attachment).

VIII. Old Business

1. **DISID Inclusion for All Facility Progress**. DISID Director Benito Servino provided an Update Report dated July 20, 2015. He reported that a bill was introduced and was pending public hearing. Mr. Servino reported that the USDA grant was not approved for reasons of low job output projections. Applicants were advised to resubmit next funding year. The demolition of the old Guam Rehabilitation Center is with the Governor for signature and is anticipated to be complete in 30 – 90 days. Director Servino stated that the Governor wants this project to move forward.

(August 17, 2015 Board Minutes)

Page 2 of 3



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2. **Fare Structure.** A discussion of restructuring the fares was led by Board member Ginger Porter. Several options were provided: 1) recommendations within the Transportation Business Plan, 2) Alternate suggestion by the State Management Review Team, and the consideration of implementing a new fare for a period of one (1) year. Board members asked member Porter to meet with the Advisory Committee on September 2, 2015 to gather input on the presented options.

IX. New Business

1. **Alternate Bus Terminal.** The Hagatna Pool will be used for an alternate bus terminal due to the FestPac construction activities at the Chamorro Village area.
2. **PC IV Reports (Rally Pilipina)**
 - a. FY2015 FTA Continuing Grant was presented by Planner Rally Pilipina for approval. A resolution number will be assigned for approval at the September meeting.
 - b. Procurement updates. See Executive Manager's report.
3. Planner IV R. Pilipina reported that the **IFB for ADA Paratransit vans** was awarded to Fukuda Enterprises.
4. **Chief Planner Rudy Cabana** left the meeting unexcused and was not present to provide a report on the Bus Shelters.
5. **The GRTA Advisory Committee** is comprised of the official current appointed listing, to include Mr. Rudy Ignacio.

X. Executive Session.

The Board recessed the regular meeting at 6:15 pm for Executive Session.

XI. Adjournment.

The Board reconvened the regular meeting at 7:00 pm. There being no further business, there was a motion to adjourn. Meeting adjourned at 7:03 pm.

Minutes provided by:

Ginger S. Porter
GRTA Board Member

Concurred by: _____
Louise Rivera, Chairwoman

Approved: _____
Date



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GRTA RESOLUTION NO. 2016-002

I.D. Replacement Fee Charge

Whereas, the Guam Regional Transit Authority (GRTA) is a public corporation to plan, establish, develop, coordinate, promote, own and operate facilities and services that support public transportation and public parking within Guam.

Whereas, the Guam Regional Transit Authority is duly established under 12 GCA Chapter 6 (via P.L. 30-05) as an autonomous agency of the Government of Guam and pursuant to § 6105, GRTA is hereby empowered to enter into contracts, leases, concession agreements and permits and to execute all instruments necessary or convenient in the exercise of its purpose and powers;

Whereas, pursuant to § 6204:

- (a) The Board shall adopt and maintain a system of accounting which is in accordance with generally accepted accounting principles.
- (b) There is established a to be known as the "Guam Regional Transit Authority Fund (GRTA Fund)" which the Authority shall maintain separate and apart from the other funds of the government of Guam, and independent records and accounts shall be maintained in connection therewith.
- (c) All monies received by the Authority from whatever source derived shall be deposited in the GRTA Fund and used exclusively for the purposes of this statute.
- (d) All expenditures, except as otherwise provided by law, shall be made from said GRTA Fund.

Whereas, on December 21, 2015 GRTA Board of Directors meeting, the Board has determined it to be in the best interest of the Guam Regional Transit Authority and the Government of Guam to establish a fee for a replacement of a GRTA Paratransit identification card.

NOW THEREFORE, be it resolved and adopted on the 15th day of January, 2016 by the Guam Regional Transit Authority that, GRTA is authorized and directed to establish a fee of Twenty Dollars (\$20.00) for a replacement paratransit identification card and to deposit the funds into the GRTA bank account.

FURTHER BE RESOLVED that Guam Regional Transit Authority are authorized to administer a replacement fee for a paratransit identification card for approved paratransit riders.

Duly adopted by the GRTA Board of Directors this _____ day of _____, 2016.

(GRTA RESOLUTION 2016-002)



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BOARD OF DIRECTORS



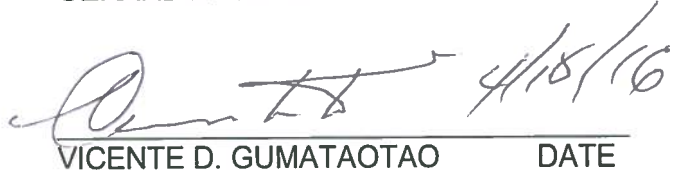
LOUISE C. RIVERA DATE 4/18/16



GERARD A. CRUZ DATE



GINGER S. PORTER DATE 4/18/16



VICENTE D. GUMATAOTAO DATE



ANDREW S. TYDINGCO DATE 4/18/16

(GRTA RESOLUTION 2016-002)

FY16 GR1A BUDGET
P.L. 33-66

GUAM REGIONAL TRANSIT AUTHORITY

LOCAL FUNDS - TERRITORIAL HIGHWAY FUND (THF) - \$3,213,290
(TOTAL: \$3,663,958) PUBLIC TRANSIT FUND (PTF) - \$450,668

Object Class	FY16 Budget	Less 15% Reserve	Total Available Budget	Total - 230:
111 Salaries	372,817.00	55,922.55	316,894.45	
113 Benefits	139,663.00	20,949.45	118,713.55	
220 Travel	-	-	-	
230 Contractual (GHF)	2,670,410.00	400,561.50	2,269,848.50	
230 Contractual (PTF)	450,668.00	67,600.20	383,067.80	\$ 2,652,916.30
233 Office Rental	-	-	-	
240 Supplies	8,000.00	1,200.00	6,800.00	
290 Misc.	8,400.00	1,260.00	7,140.00	
361 Power	5,000.00	750.00	4,250.00	
362 Water	3,000.00	450.00	2,550.00	
363 Telephone	6,000.00	900.00	5,100.00	
450 Capital Outlay	-	-	-	
TOTAL	\$ 3,663,958.00	\$ 549,593.70	\$ 3,114,364.30	

(Fiscal Restraint)

TOTAL APPROP. FOR BUS OPERATION, LOCAL:	2,652,916.30	GHF/PTF
	(243,868.00)	Used to fund the MSB (PTF)
	31,452.93	Bus Fares Collection Balance
	(80,400.00)	
Less: Misc. Contractual	(3,508,386.00)	
Less: FY16 Est. Bus Operation	\$ (1,148,284.77)	
Shortfall from Local Funds		

FTA FEDERAL FUNDS AVAILABLE CARRIED OVER FOR FY16 FOR BUS OPERATION:			
FY13	19.88		
FY14	2,198.44		
FY16 (Used to fund the MSB)			606,132.00
TOTAL FTA AVAIL. FUNDS:	\$ 2,218.32		
NOTE: 850K total MSB funding (\$606,132 Fed & \$243,868 Local)			

Other Misc. Contractual (230):	As of 4/18/16
Legal Services	40,000.00
Xerox Copier/Printer	10,000.00
Internet	1,000.00
Drinking Water Delivery	400.00
Print Advertisement Svcs.	6,000.00
Van/AC Repairs Maint. Svcs.	2,000.00
Printing Services (Bus Fares, Brochures, Schedules, etc.)	5,000.00
Training fee re FTA Para. Regs.	5,000.00
Website Upgrade & Maintenance	10,000.00
Misc. Subscription	1,000.00
TOTAL MISC. 230:	\$ 80,400.00

*Reduced

Encumbered for MSB:		
5101E16997PT101-230 (Paratransit)		181,132.00
5317A16997SE201-230 (Paratransit)		243,868.00
5101E16997PT101-230 (Fixed Route)		425,000.00
GRAND TOTAL	\$	850,000.00

(Will become avail once MSB awarded)

Bus Fares Collection - FY16

	FY16 Bus Operation Expenses:	Monthly Cost	KEI	TOG	OTHERS	GRAND TOTAL
October	15 hrs, 5/6 units (\$69.00/hr - 27 days)	306,636.00	8,186.13	410.75		8,596.88
November	15 hrs, 5/6 units (\$69.00/hr - 23 days)	254,817.00	6,658.36	704.00	1,100.00	8,462.36
December	15 hrs, 5/6 units (\$69.00/hr - 26 days)	295,389.00	7,522.37	493.25		8,015.62
January	15 hrs, 5/6 units (\$71.00/hr - 24 days)	280,166.00	6,842.52	253.00	500.00	7,595.52
February	15 hrs, 5/6 units (\$71.00/hr - 25 days)	292,378.00	7,260.95	230.25	1,005.00	8,496.20
March	15 hrs, 5/6 units (\$70.00/hr - 26 Days)	300,300.00	7,848.51	452.20		8,300.71
April	15 hrs, 5/6 units (\$70.00/hr) - 26 Days)	300,300.00				
May	15 hrs, 5/6 units (\$70.00/hr)	300,300.00				
June	15 hrs, 5/6 units (\$70.00/hr)	288,750.00				
July	15 hrs, 5/6 units (\$70.00/hr)	300,300.00				
August	15 hrs, 5/6 units (\$70.00/hr)	300,300.00				
September	15 hrs, 5/6 units (\$70.00/hr)	288,750.00				
TOTAL PROJ. BUS OPERATION COST, FY16		\$ 3,508,386.00	44,318.84	2,543.45	2,605.00	49,467.29

NOTE: Hourly Rate varies every month

\$	1,478,400.00
[Proj Bus Op Cost: May - Sept]	

GUAM REGIONAL TRANSIT AUTHORITY

FEDERAL FUNDS CURRENT BALANCE - 4/18/16

Description	Grant Award No.	AS400 A/C No. & Object Class	Amount	Exp. Date:
FY13 FTA Continuing	GU18X02900	5101E139977PT101-230	\$ 19,888	9/30/2016
FY14 FTA Continuing	GU18X03000	5101E149977PT101-230 111/113/220/240/250	2,198.44 98,136.23	9/30/2016
		Total	\$ 100,334.67	
FY16 FTA Continuing	GU18X03100	5101E169977PT101-230 111/113/220/240/250	606,132.00 110,548.18	9/30/2016
		Total	\$ 716,680.18	

Used to Fund MSB

SPECIAL FEDERAL GRANTS:

FOR IFB - PROCUREMENT OF BUSES:

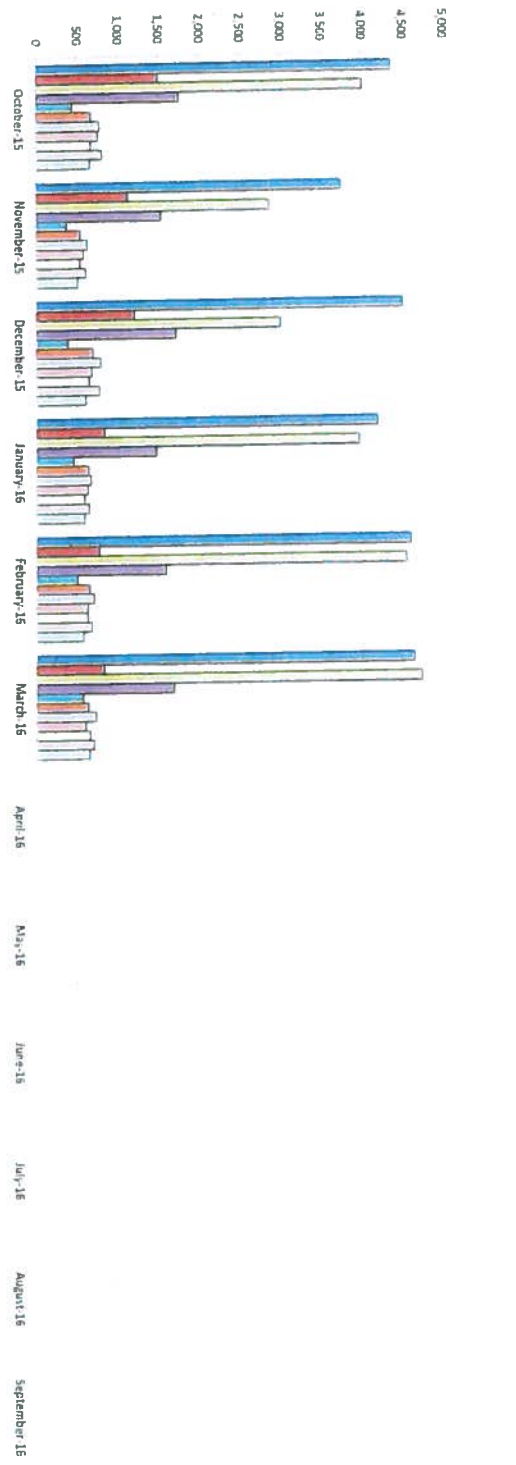
From FY13 FTA Continuing	GU18X02900	5101E139977PT101-450	80,000.00	9/30/2016
From FY14 FTA Continuing	GU18X03000	5101E149977PT101-450	-	9/30/2016
From FY16 FTA Continuing	GU18X03100	5101E169977PT101-450	46,452.00	9/30/2016
		Grand Total Balance For Bus Procurement	\$ 126,452.00	

For office utility vehicles
Used for 17-pass buses
Avail. Balance

Partial Design GRTA M	GU-04-0003-00	5101H139977PA104-230	\$ 237,500.00	9/30/2014
One-Call/One-Click Fe	GU03B9C001003 (GU-04-0004-00)	5101H129977PT105: Funding for construction of DISID Bldg. Funding for proposed GRTA's One-Call/ One-Click Center + Software Equipmt. Grand Total One-Call/One-Click	1,000,000.00 305,000.00 1,305,000.00	6/30/2016

CONSOLIDATED RIDERSHIP REPORT
Fiscal Year 2016
 October 01, 2015 thru September 30, 2016

Month/Year	FIXED ROUTES										PARATRANSIT								TOTAL PER MONTH
	Fixed Rt - Blue 1	Fixed Rt - Blue 2	Fixed Rt - Blue Exp	Fixed Rt - Redline	Fixed Rt - Greyline	Fixed Rt - Greenline	Fixed Rt - Green Exp	Paratransit - F1	Paratransit - F2	Paratransit - F3	Paratransit - F3	Paratransit - F4	Paratransit - F5	Paratransit - F6					
October-15	4,361	4,450	1,897	4,309	1,702	437	591	564	770	725	628	671	655		16,941				
November-15	3,742	1,119	4,523	2,884	1,525	365	476	535	622	573	534	623	507		15,002				
December-15	4,506	1,212	1,683	3,024	1,714	380	592	550	794	671	645	757	602		17,207				
January-16	4,200	831	7,025	3,970	1,465	452	755	532	652	624	585	540	565		16,519				
February-16	4,626	757	1,722	4,552	1,566	425	645	645	770	624	573	674	529		17,581				
March-16	4,552	824	1,253	4,751	1,555	555	755	627	725	522	553	324	643		16,435				
April-16	0	0	0	0	0	0	0	0	0	0	0	0	0		0				
May-16	0	0	0	0	0	0	0	0	0	0	0	0	0		0				
June-16	0	0	0	0	0	0	0	0	0	0	0	0	0		0				
July-16	0	0	0	0	0	0	0	0	0	0	0	0	0		0				
August-16	0	0	0	0	0	0	0	0	0	0	0	0	0		0				
September-16	0	0	0	0	0	0	0	0	0	0	0	0	0		0				
TOTAL	28,613	6,234	9,550	23,150	9,732	2,225	3,945	3,794	4,653	3,340	3,708	4,170	3,555		103,650				



- Fixed Rt - Blue 1
- Fixed Rt - Blue 2
- Fixed Rt - Redline
- Fixed Rt - Greyline
- Fixed Rt - Greenline
- Paratransit - F1
- Paratransit - F2
- Paratransit - F3
- Paratransit - F4
- Paratransit - F5
- Paratransit - F6

