

GUAM REGIONAL TRANSIT AUTHORITY

Eddie Baza Calvo, Governor
Raymond S. Tenorio Lt. Governor

P.O. Box 2896
Hagatna, GU 96932

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

REGULAR BOARD OF DIRECTORS MEETING Agenda, April 15, 2013 4:30PM

GRTA Conference Room
Administration Building, Hagåtña, Guam

I. Call to Order – Mr. Chairman

II. Roll Call – Board of Directors (Members)

III. Public Comments – 15 minutes time limit

IV. Approval of Minutes – March 18, 2013

V. Old Business –

1. Recruitment of Executive Manager
2. Update of the VTCLI grant "One Call / One Click" Center
3. Status on Fiscal Year 2013 Budget
4. Status on Transit (Bus) Procurement
5. Status on IFB (Invitation For Bid) for GRTA Service Contract
6. Status on DISID/GRTA office space
7. Board vacancies
8. Status on recruitment of Attorney – MOU
9. Logo/Branding – Design
10. Updated Fiscal Year 2013 Ridership Report
11. Status on bus schedule printed brochures

VI. New Business –

1. Status of diesel fuel surcharge
2. Extension of appointment – Interim Executive Manager
3. Status of Program Coordinator IV Recruitment
4. Update - (FTA) Federal Grant and Clearinghouse
5. Chief Planner Report – Fixed Route Transit Projects
 - a. Designation, Creation and Construction of three (3) satellite transit sub-stations
 - b. Fabrication and Installation of Transit Benches, Post, etc.
 - c. Marketing, Advertisement, Promotion of Transit System
 - d. New GRTA website

VII. Executive Session - YES

VIII. Announcement

IX. Adjournment

APPROVED BY:



Andrew Tydingco, Chairman of the Board

Dated: April 15, 2013

Time:

4/15/13 7:10 PM

Guam Regional Transit Authority Board of Directors

Eddie Baza Calvo, Governor
Raymond S. Tenorio, Lt. Governor
Rudy P. Cabana, Interim Executive Manager

MEETING MINUTES

Board Officers

FY 2013

Chairman

Andrew Tydingco
T (671) 929-9990
pokilabot@teleguam.net

Vice Chairman

Manuel Q. Cruz
T (671) 487-2197
campwitek4ever@yahoo.com

Secretary

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

Members

Louise Rivera
T (671) 888-1540
weezierivera@hotmail.com

Jason Cruz
T (671) 777-2444
jasonleecruz44@gmail.com

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

Vacant

Regular Board Meeting of March 18, 2013

I. Call to Order

The meeting was called to order by Chairman Andrew Tydingco at 4:30 pm, at the GRTA conference room, Administration Building, Hagatna.

II. Roll Call

Chairman Andrew Tydingco, Vice-Chairman Manny Cruz and member Ginger Porter, member Ben Gumataotao, and member Jason Cruz were present. A quorum was established. Acting Interim Executive Manager, Rudy Cabana and others noted on the sign in sheet were also in attendance. Not in attendance: member Louise Rivera, off island.

III. Approval of Minutes

Ben Gumataotao moved to approve and Ginger Porter seconded the motion to approve minutes of February 18, 2013.

IV. Public Comment

NONE

Guam Regional Transit Authority Board of Directors

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Rudy P. Cabana, Interim Executive Manager

V. Old Business

1. Recruitment of Executive Manager

Rudy Cabana reported that the offer to Mr. Arno Sponeman was declined due to medical reasons. Does the board want to offer the position to the 2nd candidate or open the position back up and advertise in the various media outlets.

G. Porter stated that she would like to open the position up again to expand the selection but keep Mr. Kelley in the that selection pull.

A. Tydingco reported that Acting Interim Executive Manager, Rudy Cabana expressed his interest in the position via email and if the board has read that request. G. Porter stated that the position requires a bachelor's degree that Mr. Cabana did not have. R. Cabana asked if that also counted as being a disabled veteran. G. Porter stated that R. Cabana still needed a bachelor's degree.

G. Porter to move to reopen GRTA the position for Executive Manager. M. Cruz seconded the motion. The reopening of the position for Executive Manager was approved unanimously.

2. Update of the Veterans Transportation and Community Living "One Call, One Click" Center

R. Cabana reported that the task force has met several times to work on the ~~RFP~~^{RFP} for the Transportation Management Software. Need to invite BIT (Bureau of Information Technology) to provide input on the specifications of the software to be sure that it meets Government of Guam requirements.

G. Porter asked when that meeting would take place. R. Cabana stated that he is working with Mr. Joe Santos assigned to assist with the project for March 28, 2013.

3. Status on Fiscal Year 2014 Budget

M. Abaya reported on the budget and provided several reports for the Board of Directors information.

4. Status Transit (Bus) Procurement

R. Cabana reported to the board an update provided by Mr. Felix Dungca, Chief Planner that Parsons Brinkerhoff-Guam has made all corrections to the bid specifications based on the review of the OAG. Packet is pending final review by PB upper management. Upon final approval four (4) copies will be transmitted to GRTA for final legal review by

Guam Regional Transit Authority Board of Directors

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OAG. GRTA will continue to work with PB, OAG and GSA on the procurement phase and other related matters.

G. Porter asked if there is a projected date for the submittal to Attorney General. R. Cabana stated that Mr. Dungca did not provide a projected date.

M. Cruz asked if the grant money for this project subject to sequester. R. Cabana reported that here is nothing pertaining to the project in the sequester.

5. Status IFB (Invitation for Bid) for GRTA Service Contract Service and new Transit Routes and Schedules + VTCLI + New Fares (NEW ADDITIONS)

R. Cabana reported to the board an update provided by Mr. Felix Dungca, Chief Planner that the estimated date of completion of IFB packet– 22nd March 2013 to coincide with RFP training on March 20, 2013. GRTA and OAG continue to communicate and work on this project together.

G. Porter asked if she understood correctly that the IFB will be coming out of the AG's office at about the same time as the training. R. Cabana stated that yes that is what is reported.

6. GRTA Office Relocation

R. Cabana reported that he received an email from Ben Servino that DISID has also submitted bid specs to GSA because their lease has expired. Once the required procurement process is complete he can move forward in accommodating our request. In the meantime GRTA will be working with GSA to look for office space should DISID not work out.

M. Abaya reported that she is working with a realtor to assist her in looking for a 2,500 sq. ft. office space. GRTA only needs one quote to get the figures to provide to GSA along with a requisition. Once that has been done, GSA would be the one to announce a bid invitation.

7. Requesting additional board members

R. Cabana reported that he has made follow-up attempts to both Mr. Tony Aquiningoc and Ms. Carol Piercy were unsuccessful. Does the board have any other individuals in mind who we may be interested.

B. Gumataotao reported that he will talk to Mr. Paul McDonald about the appointment for the Mayor's board slot.

Guam Regional Transit Authority Board of Directors

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8. Recruitment of Attorney – MOU

R. Cabana stated that the staff has completed the MOU and it is in Final Draft form pending signature and is ready to submit to the AG's office.

G. Porter stated that there were a couple of issues she felt were inappropriate, asking for payment in advance, that it was for a half time position and pay per billable hours. If the attorney was to spend time putting together GRTA rules and regulations, for procurement and personnel that would enable GRTA to be fully autonomous, then it would be worth it, but none of that detail was written in the MOU.

M. Abaya reported that the language has been inserted into the MOU in the final draft form.

B. Gumataotao asked what the part time attorney would be doing exactly so that GRTA is getting their monies worth. G. Porter asked if the MOU could be setup on an as needed bases up to the amount budgeted.

A. Tydingco stated how would GRTA know how many hours is being used. M. Abaya stated that it would be 20 hours a week. A. Tydingco stated that how would the agency know if 20 hours is needed or if there is 20 hours of work to be done. What if GRTA does not have any work for the attorney to be done, we still have to pay. G. Porter stated I question if that is proper management of public money.

9. Logo/Branding – Final Award

R. Cabana reported that GRTA received 4 bidders for logo design and the lowest bid was awarded to Ariel & Co. at \$1,800.00. The graphic artist has 10 days from the Purchase Order date to submit three (3) final designs for GRTA's review and selection. M. Abaya cut the purchase order on March 15, 2013.

Ariel Dimalanta, graphic designer presented to the board the steps in creating a logo/brand.

1. The bus should not have too many designs on it to be mistaken as a tour bus.
2. The name of the bus for identity purposes.
3. Create three black and white designs to choose from with a mascot if that is what the agency wants.
4. Once the black and white design is approved then the color scheme is the next step.
5. Incorporating space for future marketing advertisement.

A. Dimalanta stated that he would focus on designing the logo and once the final design has been selected then he would apply it to the bus wrap.

Guam Regional Transit Authority Board of Directors

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VI. New Business

1. FY'13 - No Show / Cancellation / Ride Denial Report

N. Gutierrez reported on the budget and provided several reports for the Board of Directors information.

2. Inclusive Coordinated Transportation Partnership Project Grant

R. Cabana reported that Rally has completed the final draft of this grant and has sent it to the other partners for review and to provide commitment letters. Deadline for submittal is March 20, 2013.

R. Cabana reported that it is a 20,000 FTA grant that consist of senior citizens and individuals with disabilities. G. Porter reported that the purpose of the grant is to build the input of seniors and individuals with disabilities into a regular planning process. It is a six month grant to start model systems and find innovative ways to stimulate and provide input into the planning processes of transit services for seniors and individuals with disabilities.

G. Porter reported that after reviewing what Rally Pilipina had done she provided suggestions to build into the grant two internships for students with disabilities for six months who are at post-secondary level. This would be sustainable since the university and community college has internship programs with their degree programs. G. Porter stated that how seniors would be brought into the program would be looking at seniors who are in the Older Americans Act program. This is also sustainable because there is already a funding there so you could recruit from that group. The three individuals could work as interns with transit in the office.

G. Porter stated that they would reactivate the advisory council, about 9-12 members on the council. It may seem rather large but it requires a broader input. The members would get stipends and the interns would get one month bus pass plus some incentive to participate and contribute on routine regular bases.

3. Procurement Workshop with Attorney General, March 20th, 2013 – (Rudy, Felix and Myra)

R. Cabana reported that there will be an all day workshop held at GEDA Training Room - ITC building.

**Guam Regional Transit Authority
Board of Directors**

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Rudy P. Cabana, Interim Executive Manager

VII. Executive Session

VIII. Announcements

G. Porter reported that there is an invitation for GRTA to participate in the ACT Fair on April 14, 2013.

A. Tydingco reported that there is a Developmental Disabilities Awareness Month on March 30, 2013 at Adelup.

IX. Next Board Meeting April 15, 2013

X. Adjournment The meeting was adjourned at 5:57pm

Respectfully Submitted,



Nicole Gutierrez
GRTA Board Secretary

Attachments: Sign in Sheet, April 15, 2013



GUAM REGIONAL TRANSIT AUTHORITY
(Government of Guam)



Eddie B. Calvo, Governor
Raymond S. Tenorio, Lt. Governor
Rudy PL Cabana, Interim Executive Manager

P.O. Box 2896
Hagatna, GU 96932

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

SIGN IN SHEET
GRTA Board of Directors
BOARD MEETING (REGULAR)
April 15, 2013 - 4:30 p.m.

BOARD OF DIRECTORS		
Name	Sign In	Email Address / Phone Number
Andrew Tydingco <i>Chairman</i>		pokilabot@teleguam.net 929-9990
Manuel Q. Cruz <i>Vice-Chairman</i>		campwitek4ever@yahoo.com 482-2198
Ginger S. Porter, M.Ed. <i>Secretary</i>		ginger.porter@guamcedders.org 735-2478
Vicente D. Gumataotao <i>Board Member</i>		pitimayor@yahoo.com 472-1232
Louise C. Rivera <i>Board Member</i>		weezierivera@hotmail.com 888-1540
Jason Cruz <i>Board Member</i>		jasonleecruz44@gmail.com 777-2444
<i>Fred Nsh. Rivera</i>		<i>475-3324</i>

GRTA STAFF		
Name	Sign In	Email Address / Phone Number
Rudy Cabana <i>Executive Manager, Interim</i>		rudy.cabana@grta.guam.gov 475-4616
Felix R. Dungca <i>Chief Planner</i>		felixberto.dungca@grta.guam.gov 475-4603
Rally Pilipina <i>Planner II</i>		rally.pilipina@grta.guam.gov 475-4620
Myra Abaya <i>Administrative Officer</i>		myra.abaya@grta.guam.gov 300-0703
Nicole Gutierrez <i>Board Secretary</i>		nicole.gutierrez@grta.guam.gov 475-4686

PUBLIC AT LARGE		
Name	Sign In	Email Address / Phone Number
1. Mike Garrido – KEI		transops@keiguam.com
2. Travis Kloppenburg - KEI		tek@keiguam.com
3. Jermaine Alerta – Senator San Nicolas		alerta.jermaine@gmail.com
4. Ariel Dimalanta		ariel.arielco@gmail.com
5. <i>Jay White</i>		<i>727 4975 jay@mgguam.com</i>
6.		
7.		
8.		
9.		
10.		

FY13 BUDGET FORECAST

(As of 3/7/13)

	FY 13 Budget	Less 15% Reserve
Salaries	359,656.00	305,708.00
Benefits	111,134.00	94,464.00
Travel	-	-
Contractual	3,418,209.00	2,905,477.00
Supplies	2,500.00	2,125.00
Misc.	8,400.00	7,140.00
Telephone	6,000.00	5,100.00
TOTAL	3,905,899.00	3,320,014.00

TOTAL 15% RESERVE: \$585,885

230 - Misc. Cont. Services	Cost
Drug Testing	4,900.00
Xerox Lease	9,873.00
I-Connect	1,378.00
Internet	1,000.00
Van Repairs/Maint	2,000.00
Drinking Water	324.00
Printing Services/Ads	13,000.00
Publication & others	2,575.50
MOU, Legal Services	60,000.00
Total Misc. Contractual	\$ 95,050.50

Breakdown:

2,905,477.00	Total 230 - Contractual Budget, FY13
(95,050.50)	Less: Misc. Contractual
2,810,426.50	Total Available Budget for Operation, local
629,973.00	Available FY12 FTA, Federal Funds for bus operation
3,440,399.50	REALISTIC AMOUNT CAN BE USED FOR OPERATION
(3,248,532.50)	FY13 Bus Operation Projected Funding - ???

\$ 191,867.00 Avail as of 4/15/13, based on \$70/hr. rate
Provided hourly rate will not increase

Plus: 200,000.00 FY12 Federal Grant Balance to be included in FY13 grant
 941,000.00 Projected FY13 FTA Grant, expected by Sept. 2013

\$ 1,332,867.00 GRAND TOTAL FUNDS AVAILABLE BY END OF FY13 - ???

FY13 Bus Operation Expenses:

Oct 13 hrs, 5/5 units (\$67.50/hr)	233,550.00
Nov 13 hrs, 5/5 units (\$67.50/hr)	207,562.50
Dec 13 hrs, 5/6 units (\$70/hr)	223,930.00
Jan 13 hrs, 5/6 units (\$70/hr)	246,050.00
Feb 15 hrs, 5/6 units (\$70/hr)	236,320.00
March 15 hrs, 5/6 units (\$70/hr)	299,320.00
April 15 hrs, 5/6 units (\$70/hr)	300,300.00
Actual Cost from Oct-April:	1,747,032.50
May-Sept 15 hrs, 5/6 units (\$70/hr) - Plus:	1,501,500.00

\$ 3,248,532.50 Est. bus op. by Sept. 2013
at \$70/hr.

:: FY13 Budget Forecast, 4/15/13

GUAM REGIONAL TRANSIT AUTHORITY
EMERGENCY PROCUREMENT
SERVICE HOURS

ESTIMATED COST BREAKDOWN
OCTOBER 2012 - SEPTEMBER 2013

FY13 BUS OPERATION HOURS

		FIXED ROUTE SERVICES										PARATRANSIT										TOTAL BUS OPERATION HOURS	TOTAL COST (ESTIMATED) BUS OPERATION PER MONTH	ACTUAL COST	
		UNIT PRICE	REG DAYS	REG UNIT	BUS UNITS	TOTAL REG UNIT HOURS	SUN/HOL DAYS	SUN/HOL UNIT	BUS UNITS	TOTAL SUN/HOL UNIT HOURS	TOTAL FIXED ROUTE SERVICES AMOUNT	UNIT PRICE	REG DAYS	REG UNIT	BUS UNITS	TOTAL PARA UNIT HOURS	SUN/HOL DAYS	SUN/HOL UNIT	BUS UNITS	TOTAL SUN/HOL UNIT HOURS	TOTAL PARATRANSIT AMOUNT				
2013		HOURS										HOURS													
OCTOBER	2012	\$ 67.50	27	13	5	1755	0	0	0	0	\$ 118,462.50	\$ 67.50	27	13	5	1755	0	0	0	0	\$ 118,462.50	3,510	\$ 236,925.00	\$ 233,550.00	
NOVEMBER	2012	\$ 67.50	23	13	5	1495	1	13	5	65	\$ 105,300.00	\$ 67.50	23	13	5	1495	1	13	5	65	\$ 105,300.00	3,120	\$ 210,600.00	\$ 207,562.50	
DECEMBER	2012	\$ 70.00	24	13	5	1560	1	13	5	65	\$ 113,750.00	\$ 70.00	24	13	6	1872	1	13	6	78	\$ 136,500.00	3,575	\$ 250,250.00	\$ 223,930.00	
JANUARY	2013	\$ 70.00	25	13	5	1625	0	0	0	0	\$ 113,750.00	\$ 70.00	25	13	6	1950	0	0	0	0	\$ 136,500.00	3,575	\$ 250,250.00	\$ 246,050.00	
FEBRUARY	2013	\$ 70.00	24	13	5	1560	0	0	0	0	\$ 109,200.00	\$ 70.00	24	13	6	1872	0	0	0	0	\$ 131,040.00	3,432	\$ 240,240.00	\$ 236,320.00	
MARCH	2013	\$ 70.00	26	15	5	1950	0	0	0	0	\$ 136,500.00	\$ 70.00	26	15	6	2340	0	0	0	0	\$ 163,800.00	4,290	\$ 300,300.00	\$ 299,320.00	
APRIL	2013	\$ 70.00	26	15	5	1950	0	0	0	0	\$ 136,500.00	\$ 70.00	26	15	6	2340	0	0	0	0	\$ 163,800.00	4,290	\$ 300,300.00	\$ 300,300.00	
MAY	2013	\$ 70.00	26	15	5	1950	1	15	5	75	\$ 141,750.00	\$ 70.00	26	15	6	2340	1	15	6	90	\$ 170,100.00	4,455	\$ 311,850.00	\$ 311,850.00	
JUNE	2013	\$ 70.00	25	15	5	1875	0	0	0	0	\$ 131,250.00	\$ 70.00	25	15	6	2250	0	0	0	0	\$ 157,500.00	4,125	\$ 288,750.00	\$ 288,750.00	
JULY	2013	\$ 70.00	26	15	5	1950	1	15	5	75	\$ 141,750.00	\$ 70.00	26	15	6	2340	1	15	6	90	\$ 170,100.00	4,455	\$ 311,850.00	\$ 311,850.00	
AUGUST	2013	\$ 70.00	27	15	5	2025	0	0	0	0	\$ 141,750.00	\$ 70.00	27	15	6	2430	0	0	0	0	\$ 170,100.00	4,455	\$ 311,850.00	\$ 311,850.00	
SEPTEMBER	2013	\$ 70.00	24	15	5	1800	0	0	0	0	\$ 126,000.00	\$ 70.00	24	15	6	2160	0	0	0	0	\$ 151,200.00	3,960	\$ 277,200.00	\$ 277,200.00	
TOTAL:												\$ 1,515,962.50											\$ 1,774,402.50	\$ 3,290,365.00	\$ 3,248,532.50

4/15/2013

Funding Required: **\$ 1,501,500.00**
From May-Sept
at \$70 per hour



nicole.gutierrez <nicole.gutierrez@grta.guam.gov>

Re: Final Specs

1 message

Rudy PL Cabana <rudy.cabana@grta.guam.gov>

Mon, Apr 15, 2013 at 9:18 AM

To: "Camacho, Nora" <CamachoN@pbworld.com>

Cc: "felixberto.dungca@grta.guam.gov" <felixberto.dungca@grta.guam.gov>, "Rally.Pilipina@doa.guam.gov" <Rally.Pilipina@doa.guam.gov>, "Wolf, Paul C." <Wolf@pbworld.com>

Bcc: nicole.gutierrez@grta.guam.gov

Hafa Adai, Nora

Get well...I pass the info to the GRTA Board of Directors in today's meeting.....I will bring up the PB remaining balance.....From their ask what direction does the BOD want to do with PB and grta business moving forward.....

Si
Rudy

On Sun, Apr 14, 2013 at 11:48 PM, Camacho, Nora <CamachoN@pbworld.com> wrote:

Hafa Adai Rudy,

The soft copy of the Final Bus Specs is complete, with the exception of dates that GRTA must insert.

Any hard copies that we produce and submit now will require edits in the future, after all the reviews. GRTA and GSA input is required prior to issuing the final packages for the IFB.

I can send you a soft copy that you can use to forward to GSA and the AG for final review. Any hard copies you need will not be in final form and will require additional printing later.

Given the budgetary issues with our current contract, how would you like to proceed.

Like I stated, we can provide the soft copies for you to use. If you require hard copies, will 3 copies suffice?

I am currently on sick leave but will help to facilitate this remaining task.

Please let me know your thoughts.

Thank you,
Nora

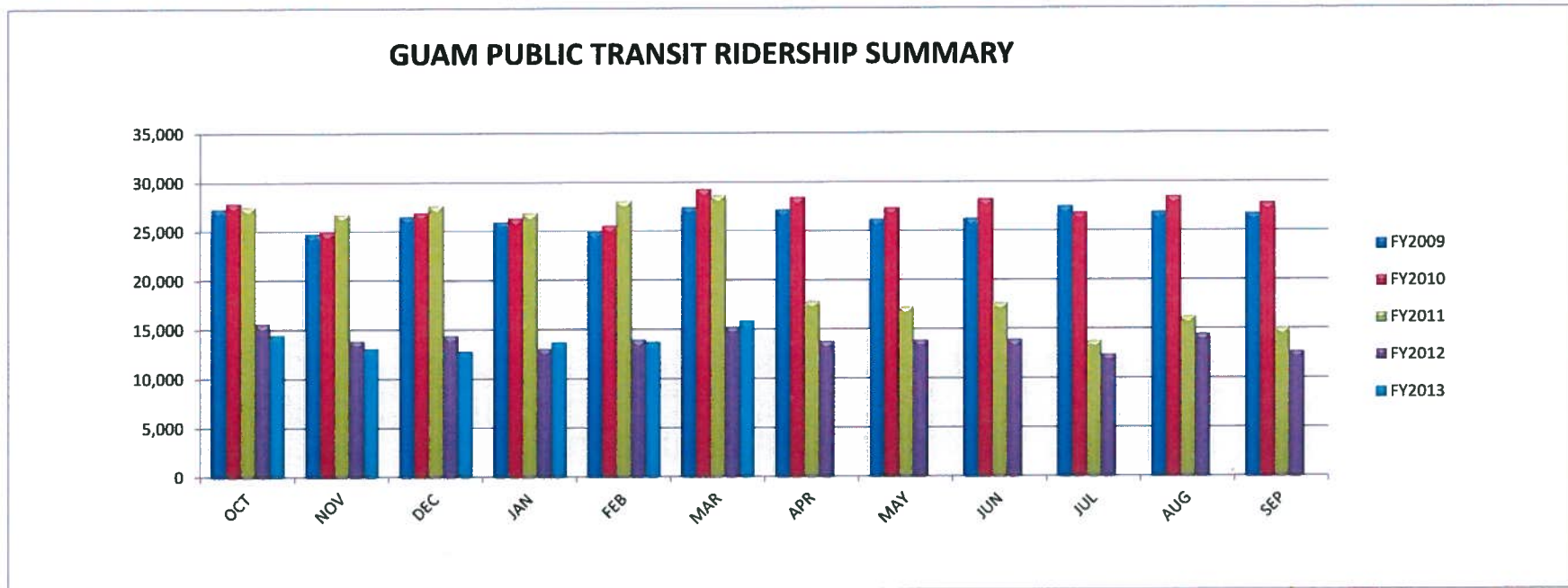
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**GUAM REGIONAL TRANSIT AUTHORITY
FISCAL YEAR 2013**

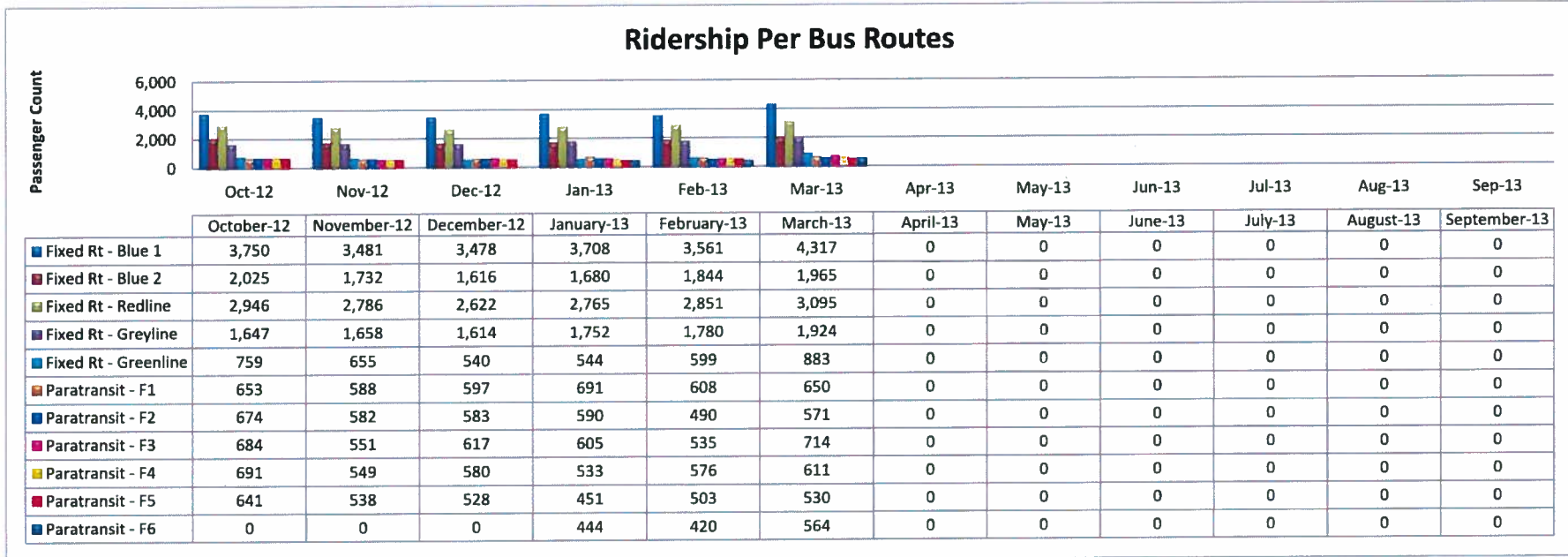
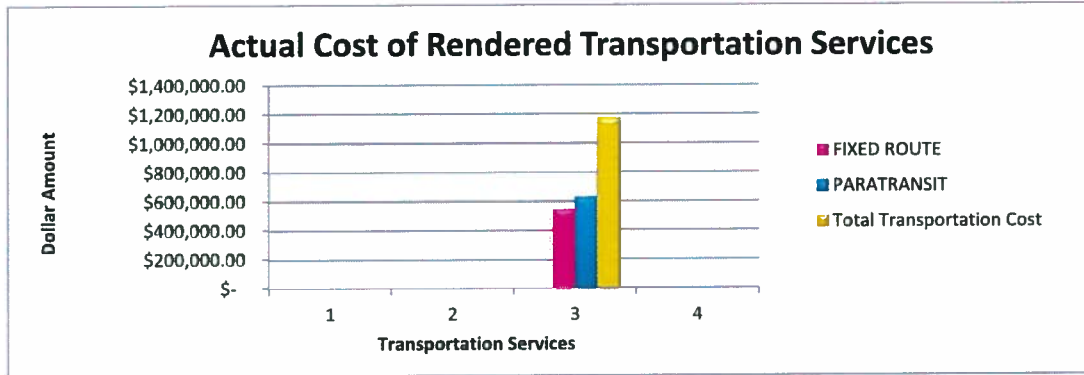
MO.	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014
OCT	27,317	27,874	27,506	15,531	14,470	
NOV	24,740	24,943	26,775	13,867	13,120	
DEC	26,532	26,920	27,614	14,375	12,775	
JAN	25,943	26,336	26,861	13,043	13,763	
FEB	24,931	25,551	28,082	13,953	13,767	
MAR	27,417	29,273	28,622	15,216	15,824	
APR	27,185	28,431	17,877	13,771	0	
MAY	26,161	27,358	17,241	13,872	0	
JUN	26,232	28,241	17,657	13,918	0	
JUL	27,478	26,845	13,810	12,326	0	
AUG	26,866	28,450	16,222	14,429	0	
SEP	26,736	27,792	15,034	12,673	0	
TOTAL	317,538	328,014	263,301	166,974	83,719	0

Ridership Monthly Average		
FY2009	Monthly Avg =	26,462
FY2010	Monthly Avg =	27,335
FY2011	Monthly Avg =	21,942
FY2012	Monthly Avg =	13,915
FY2013	Monthly Avg =	13,953
FY2014	Monthly Avg =	0



**GUAM REGIONAL TRANSIT AUTHORITY
FISCAL YEAR 2013**

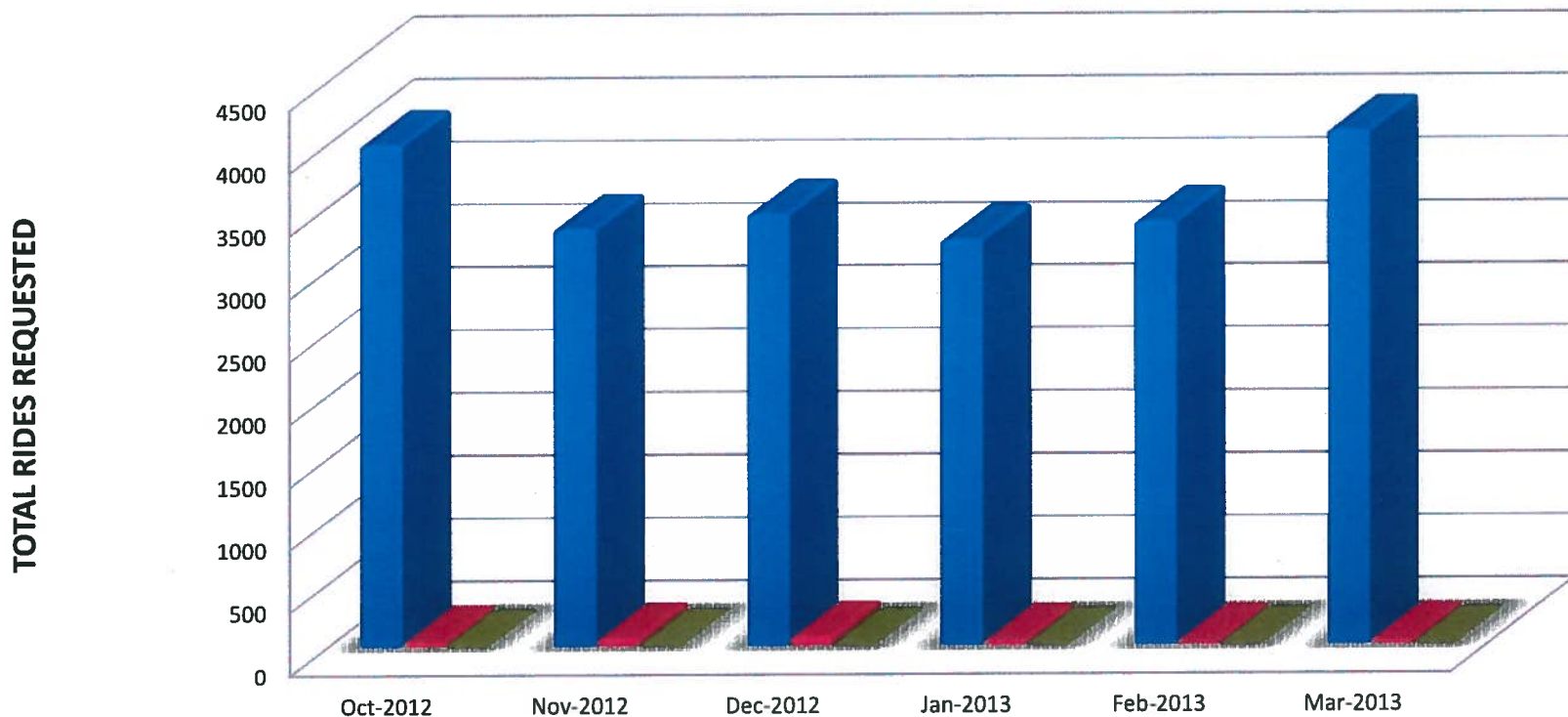
Actual Cost for Rendered Transportation Services	
FIXED ROUTE	\$ 545,302.50
PARATRANSIT	\$ 629,214.00
Total Transportation Cost	\$ 1,174,516.50



Note: Paratransit totals include ID card holders, personal care attendant (PCA) and companions.

**GUAM REGIONAL TRANSIT AUTHORITY
FISCAL YEAR 2013**

PARATRANSIT RIDE DENIAL PERCENTILE REPORT



	Oct-2012	Nov-2012	Dec-2012	Jan-2013	Feb-2013	Mar-2013
TOTAL REQUESTS	3994	3322	3433	3227	3366	4085
TOTAL DENIALS	37	60	70	33	26	27
DENIAL PERCENTILE	0.93%	1.81%	2.04%	1.02%	0.77%	0.66%

Note: Information in this report are for paratransit ID card holders only.

Funding Sources	FY2007	FY2008	FY2009	FY2010
Highway Funds	2,500,000.00	2,500,000.00	2,740,464.00	2,739,961.00
General Fund	-	-	-	413,133.58
Bus Fares	133,331.39	136,789.42	422,135.39	411,354.18
Diesel Fuel Surcharge (DFS)	-	-	613,121.72	-
Federal Funds	833,438.00	888,457.00	940,568.00	937,665.00
Supplemental, PL 30-198	-	-	-	454,151.00
Carried over funds from FY09	-	-	-	268,770.00
Total Funding	3,466,769.39	3,525,246.42	4,716,289.11	5,225,034.76
Less: Expenditures	(3,444,930.85)	(4,283,462.66)	(4,626,332.70)	(4,803,182.88)
SHORTFALL/LAPSES	21,838.54	(758,216.24)	89,956.41	\$ 421,851.88

*#5317A109977SE201230 (\$235,727) + #5317A109977SE202230 (\$175,627.18)

**Total collection for FY10 from the DFS - \$225,723.01 applied to 5317A109977SE201230 (\$235,727)

DIESEL FUEL SURCHARGE COLLECTION	
175,627.18	FY09
225,723.01	FY10
401,350.19	TOTAL

Breakdown of Expenditures, Actual

FY10 Budget, as of 9/30/10	
Highway Fund #5208:	
111 - Salary	204,248.00
113 - Fringe/Benefit	49,828.00
114 - Health Benefit	-
230 - Contractual	2,455,055.02
220 - Travel	-
240 - Supplies	1,835.32
250 - Equipment	228.00
290 - Miscellaneous	2,100.00
363 - Telephone	3,780.25
450 - Capital Outlay	-
Total:	2,717,074.59
5208A109977GA209-230	454,151.00
5317A109977SE201-230	235,727.00
5317A109977SE202-230	175,627.18
5317C099977SE201-230	207,062.88
5317C099977SE201-240	417.26
5317C099977SE201-250	1,081.00
5100A109977GA001-230	413,133.58
5101E099977PT101-230	-
5101E099977PT101-250	1.00
5101E109977PT101-111	39,009.28
5101E109977PT101-113	14,234.11
5101E109977PT101-230	545,664.00
TOTAL EXP. AS OF 9/30/10	\$ 4,803,182.88

Work sheet/Calculation				
Extracted from prior years expenditures from the system:				
	FY07	FY08	FY09	FY10
111 - Salary	232,066.79	236,261.36	279,218.75	243,257.28
113 - Fringe/Benefit	72,123.95	71,594.50	78,660.75	64,062.11
220 - Travel	7,519.37	-	5,419.56	-
230 - Contractual	3,116,398.66	3,975,306.80	4,251,655.51	4,486,420.66
240 - Supplies	1,173.73	-	3,220.33	2,252.58
250 - Equipment	-	-	-	1,310.00
290 - Miscellaneous	11,008.68	-	1,450.00	2,100.00
361 - Power	231.73	300.00	-	-
363 - Telephone	4,407.94	-	6,707.80	3,780.25
450 - Capital Outlay	-	-	-	-
TOTAL EXPENDITURES:	\$ 3,444,930.85	\$ 4,283,462.66	\$ 4,626,332.70	4,803,182.88

Filename: Budget approp per fiscal year, For Fiscal year 2010

(Final Report, 12/16/2010)



GUAM REGIONAL TRANSIT AUTHORITY
(Government of Guam)



Eddie B. Calvo, Governor
Raymond S. Tenorio, Lt. Governor
Rudy PL Cabana, Interim Executive Manager

P.O. Box 2896
Hagatna, GU 96932

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

RESOLUTION NO. 2013-02
INTERIM APPOINTMENT NO. 2

Whereas, the Guam Regional Transit Authority (“GRTA”) is currently in the process of recruiting and hiring a permanent Executive Manager as provided in Public Law 30-05; and

Whereas, in the interim the Board of Directors has appointed **Rudy PL Cabana**, Planner III to the position of Interim Executive Manager; and

Whereas, this Resolution is hereby submitted to the Governor of Guam together with all supporting documents as required for temporary appointment; and

NOW THEREFORE, this is to serve notice that Rudy PL Cabana appointment of Interim Executive Manager has been extended from April 23rd through December 31st, 2013 or upon final selection of Executive Manager; which ever comes first as provided in the Government of Guam Personnel Rules & Regulations, and further that said appointment shall include the appropriate compensation level and benefits as provided under Guam Law.

Dated this 15th day of April, 2013.

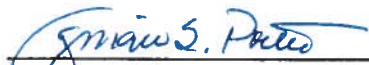
BOARD OF DIRECORS:


 14/15/13
Andrew Tydingco Date
Chairman


Louise C. Rivera Date
Board Member

Manuel Q. Cruz Date
Vice-Chairman


Vicente D. Gumataotao Date
Board Member


Ginger S. Porter, M.Ed. Date
Board Member
And Secretary


Jason Cruz Date
Board Member

Task Schedule of Planner II

Project ID	Project Title	Project Amount	Project Description	Status
1.) GU-04-0001-00	Procure ADA Accessible Paratransit Vehicles	\$297,000.00 Federal Amount \$60,831.00 Local Match Total: \$357,831.00	This Section 5309 project will fund the procurement of ADA accessible buses. FTA awarded the grant on August 21, 2009.	Report to FTA quarterly and annually regarding the status of the project. Currently, assists concerning the procurement process.
2.) GU-04-0002-00	Procure ADA Accessible Paratransit Vehicles	\$475,000.00 (No local match)	This Section 5309 project will fund the procurement of ADA accessible buses. The grant was awarded FTA on February 19, 2010.	
3.) GU-86-X001-00	Acquisition of Transit Vehicles (ARRA)	\$921,976.00 ((\$96,976.00 for state administration is used to pay for the consultant to formulate the bus procurement specifications and an additional \$103,024.00 is needed to complete the contract with consultant) Total amount for bus procurement \$721,976.00	This Section 5311 American Recovery and reinvestment Act (ARRA) grant will fund the acquisition of ADA accessible buses. FTA awarded this grant on August 21, 2009. This project will expire on September 30, 2015.	
4.) GU-04-0003-00	Partial Preliminary Engineering and Design Including NEPA Environmental Review of the Proposed GRTA's Maintenance Facility	\$237,500.00 ((\$137,500.00 for partial preliminary Architectural and Engineering Design) (\$100,000.00 for NEPA environmental review) (No local match)	This Section 5309 project will fund the partial preliminary architectural and engineering design including NEPA environmental review of the Proposed GRTA's Maintenance Facility. FTA awarded this grant on August 21, 2011.	GRTA cannot initiate this project without a piece of property to build the maintenance facility. As a result, GRTA is in the process of looking for suitable government land to build this facility. One option is proposed by one of GRTA's board member to collaborate with DISID and utilize their property in upper Tumon.
5.) GU-18-X029-00	FY 2013 Continuing Grant	Estimated amount this fiscal year \$1,200.00 including the \$200,000.00 carryover from the FY2012	This consolidated continuing grant will be expended for the operation of GRTA's paratransit service and 15 percent will be used for state administration of all federal grant programs.	Last February 18, 2013, the FY 2013 Certifications and Assurances have been submitted to the Attorney General's Office for review and approval. After the approval, GRTA and AGO will pin to TEAM-Web. For this project, GRTA has to wait for the Federal Register announcement of the FY 2013 Federal Assistance Allocations that is estimated to be announced this coming June 2013.
6.) VTCLI	Proposed GRTA's One-Call/One-Click Center and Partial Funding for the Construction of DISID Community Resource Center	\$1,000,000.00 will fund the construction of DISID Community Resource Center. \$305,000.00 will be expended for the Proposed GRTA's One-Call/One-Click Center.	\$1,000,000.00 will fund the construction of DISID Community Resource Center. \$305,000.00 will be expended for the Proposed GRTA's One-Call/One-Click Center.	Report to FTA quarterly and annually regarding the status of the project. Currently, assists concerning the procurement process.
7.) FY 2013 Grant Proposal	Inclusive Coordinated Transportation Partnership Project	\$20,000.00	This is a planning grant. The objective of this grant is to include the elderly individuals and person with disabilities in planning and	GRTA submitted the proposal last March 20, 2013 to CTAA. GRTA waits to selection notification.

			decision-making.	
8.) FY 2013 Grant Proposal	U.S. Department of Interior Technical Assistance Program Grant (TAP)	\$12,000,000 funding pool for the insular areas due date of grant proposal September 30, 2013 for FY2014 funding and June 3, 2013 for FY2013 funding	Acquisition of ADA Accessible buses	GRTA will submit the grant proposal on September 30, 2013
9.) FY 2013 Grant Proposal	U.S. Department of Interior Maintenance Assistance Program Grant (MAP)	\$741,000 funding pool for the insular areas due date of grant proposal September 30, 2013 for FY2014 funding and June 3, 2013 for FY2013 funding	Acquisition of ADA Accessible buses	GRTA will submit the grant proposal on September 30, 2013
10.) Department of Energy Grant Proposal	U.S. Department of Energy (Compliance with Green Requirements)	(Joe Santos is currently looking for more information regarding this project.)	Renovations of existing facilities to comply with the green provisions	GRTA will look for more information concerning this grant program
9.) Drug and Alcohol Testing Program	Random drug and alcohol testing for all safety-sensitive employees	Not Applicable	Random drug and alcohol test all safety-sensitive employees quarterly.	Update to the policy after the FTA Drug and Alcohol Conference in Phoenix, Arizona
10.) Disadvantaged Business Enterprise Program (DBE)	Triennial update of the DBE Policy	Federal program required by FTA	Due date for update submission is on August 14, 2014	GRTA will submit the update on August 14, 2013
11.) Civil Rights Title VI	Triennial update of the Title VI Policy	Federal program required by FTA	Due date for update submission is on August 14, 2014	GRTA will submit the update on August 14, 2013
12.) Limited English Proficiency Program (LEP)	Triennial update of the LEP Policy	Federal program required by FTA	Due date for update submission is on August 14, 2014	GRTA will submit the update on August 14, 2013

GUAM REGIONAL TRANSIT AUTHORITY

Eddie Baza Calvo, Governor
Ray Tenorio Lt. Governor

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April 15, 2013

REPORT TO THE BOARD OF DIRECTORS-

I. NEW PROJECTS FOR FISCAL YEAR 2014 AND BEYOND- Fixed Route Transit Projects

The recent approval of the Board of Directors (BOD) of the new and expanded 2013 Transit Schedules and Routes is an important step in improving transit services island wide. While this represents a first step in the overall transit system, there remains a lot of other transit related projects as described below:

1. *Designation, Creation and Construction of three (3) satellite transit sub-stations-* Currently the three designated areas for transit stations are:

- a. *Central Hub- Chamorro Village/Paseo-* We hope to apply for federal capital improvement grants for the construction of a central transfer "hub station" equipped with restrooms, shelter, and related accessories;
- b. *Southern Station- Agat Mayor's Office-* We will be coordinating with the Mayor of Agat to identify an area within their jurisdiction for installation of transit-related facilities;
- c. *Northern Station- Micronesia Mall-* Note that we are in current discussion with Goodwind Development (aka Micronesia Mall) to do an exchange of easements. This will provide GRTA with a 40' easement fronting Route 16 for future construction of a satellite transfer station.

These three locations are ideal to service the current fixed route routes because of their location and existing facilities. What is lacking is a permanent location within their facilities to be designated strictly for transit services (i.e. placement of benches, vending machines to purchase tickets, installation of bus post and signs and etc.)

2. *Fabrication and Installation of Transit Benches, Post, etc.-* The updated 2013 Transit Schedules & Routes identifies approximately sixty (60) individual bus stops. Many of these stops lack either a transit sign post, benches, etc. for clear identification. We are currently looking to have these benches, sign post, etc., fabricated and installed at all designated transit stops, subject to availability of funds;

3. **Marketing, Advertisement, Promotion of Transit System-** There is a need to implement a marketing plan that will continually promote, advertise and market the transit services;

4. **New GRTA website-** There is a need to update and re-design our current website;

Time Frames- Most if not all of these projects are scheduled for Fiscal Year 2014 and beyond, subject to the availability of funding and Board approval.

II. ON GOING PROJECTS FOR FISCAL YEAR 2013-

5. **Invitation for Bid (IFB) for Transit Service Contract-** Completed and transmitted to OAG for legal review as of March 29, 2013. GRTA will continue to work with OAG on this document for legal approval and transmittal to GSA for Phase 2- Procurement;

6. **Invitation for Bid (IFB) for Bus Procurement-** Email dated April 03rd from PB advises that the final bus procurement specs have been completed and will be delivered to GRTA this week. This document together with the Procurement Records will be transmitted to OAG for second review;

7. **DISID/GRTA Joint Venture (Proposed Resource Center Building/One Call – One Click Center)-**

AFTER ACTION REPORT:

1. What- DISID/GRTA Building Task Force Meeting;
2. Where- 6th Floor, DISID Office
3. Date- 10th, April 2013
4. Time- 9:00 - 10:00

5. Attendees:

Ben Servino/DISID, Felix R. Dungca/GRTA, Martin Benavente/GHC, Henry Taitano/GEDA, Frank Camacho/GHURA, George Tydingco/DLM, and Joe Santos/DCA

Discussion focused on the proposed project and other development in the area., however, I forced the issue that time is of the essence since we already have the seed money of \$1M that has to be obligated in 18 months and DISID already has the land and we need to start making concrete things happen in the next few weeks and months.

IT WAS AGREED that:

1. Because of the importance that meetings will be held every other week, on Friday @ 9:30., Ben will take the lead in informing all members of the meeting;
2. Assignments were given to all in attendance (i.e. DLM to do consolidation map, GEDA to prepare a power point presentation and related tasks, DISID to work with GHURA and GEDA on securing the remaining \$6M for the building, GHURA to provide advise on the property management tasks;
3. It was agreed that DISID will use the building plans prepared by DLM for their 5-storey building on Block 24. These plans will need to be updated to reflect current building codes, etc.

Chief Planner's Report to the Board of Directors- 04-15-13

4. GRTA will verify when the funds need to be obligated/encumbered and any other conditions to the grant;
5. GEDA will take the lead role in bringing all the components provided into one comprehensive packet for presentation to the Governor;

Next Meeting is April 26th, 2013 @ 9:30 at Guam Housing Corporation Offices, ITC.

END OF REPORT

Prepared by:

[ORIGINAL SIGNED]

Felix R. Dungca
Chief Planner, GRTA

Cc: GRTA Staff
Board of Directors