



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
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Guam Regional Transit Authority

Board of Directors Meeting

AGENDA

Tuesday, December 20, 2016 at 4:00PM

GRTA Conference Room (DPW Compound) Upper Tumon, Guam

- I. **Call to order – Chairwoman**
- II. **Roll Call – Board of Directors (Members)**
- III. **Approval of Minutes**
 - September 13, 2016 – for 2nd approval
 - November 22, 2016 – for approval
- IV. **Executive Manager’s Report (Rick Agustin)**
- V. **Old Business**
 - A. DOL use of MV1 Vans – DOL MOA Approval
- VI. **Budget Report and Ridership Report (Myra Abaya)**
- VII. **Chief Planner Report (Rally Pilipina) – All Procurement project updates**
 - A. Request for Proposal of the Transportation Management System Hardware and Software
 - B. GRTA Resolution 2017-001 and 2017-002
- VIII. **New Business:**
 - A. Special board meeting – SMR preparation and FY2017 budget

(Tuesday, December 20, 2016 Board Meeting Agenda)



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B. VTCLI - One Million Dollars (\$1,000,000.00) with DISID

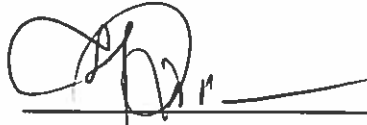
C. Decision on Bus Fare Increase

IX. Public Comments – 15 minutes

X. Executive Session

XI. Adjournment

APPROVED BY:



LOUISE RIVERA

12/20/16

Date

LR:Pg

(Tuesday, December 20, 2016 Board Meeting Agenda)



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SIGN IN SHEET
GRTA Board of Directors Regular Board Meeting RESCHEDULED
Sign in Sheet
Tuesday, December 20, 2016 4:00pm
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 Chairman.</i>		gerard.cruz71@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@gmail.com
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 475-4616
Myra Abaya <i>Administrative Officer</i>		myra.abaya@grta.guam.gov 300-0703
Rally Pilipina <i>Chief Planner</i>		rally.pilipina@grta.guam.gov 300-7261
Penni Gates <i>Board Secretary</i>		penelope.gates@grta.guam.gov 475-4616
Michelle Marquez <i>Planner Technician I</i>		michelle.marquez@grta.guam.gov 475-4603
Brenda Ann Atalig <i>Planner II</i>		brenda.atalig@grta.guam.gov 300-7262



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Sign in Sheet
Tuesday, December 20, 2016 4:00pm
GRTA OFFICE (DPW Compound)

PUBLIC			
Name	Sign	Phone No.	Topic
Mark A. Poveda	M.A.P.	477-0537	Concern
Meriam J. Poveda Frankie Hernandez	M.J.P.	477-0537	N/A
HELEN BORTA	<i>[Signature]</i>	777-7299	mtg
MANVY BORTA	<i>[Signature]</i>	777-7299	mtg
James Canel	<i>[Signature]</i>	787-7375	mtg
Peter Imasa	<i>[Signature]</i>	777-7299	mtg
Chris & Lou Mesa	<i>[Signature]</i>	472-5952	Board Mtg.
Victor Tuquero	<i>[Signature]</i>	565-8428	
ETIENS BAYEK	<i>[Signature]</i>	649-1886	MEETING
SAMABINI	<i>[Signature]</i>	7971964	Partnerships
Lyn TYPINESCO		488-1430	Pub. Comment
Roy Rosario		988-5085	Holiday
Lisa Ozo		"	Mtg.
Helyn Bueras			New Bus Service
E. Agustin	<i>[Signature]</i>		

[Signature]
Eduardo Pangelinan
Gen T. Sandoval
Shawn Raymundo

[Signature] 647-7123



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Board Officers

FY 2016

Chairman

Louise Rivera
646-5211/8646
mayorlrivera.tatuha@gmail.com

Vice Chairman

Gerard Cruz
565-5264/734-2291
gerard.cruz71@gmail.com

Secretary

Ginger Porter
(671) 483-6150
ginger.porter47@gmail.com

Members

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

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

Vacant

Vacant

MEETING MINUTES

**Board of Directors Regular Board
Meeting of September 13, 2016**

I. Call to Order:

The meeting was called to order by Chairwoman Louise Rivera at 4:30pm, at the GRTA Conference Room, 542 North Marine Corp Drive, Tamuning.

II. Roll Call:

Chairwoman Louise Rivera, Vice-Chairman Gerard Cruz, Board Secretary Ginger Porter, Board Member Andrew Tydingco, and Board Member Ben Gumataotao were present.

Also present were: EM Rick Agustin, BS Penelope Gates, Planner Tech I Michelle Marquez and AA Janet Soriano.

A quorum was established.



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III. Approval of Minutes

May 16, 2016 board minutes – moved to accept by Board of Director Andrew Tydingco. Seconded and carried.

July 5, 2016 – moved to accept by Board Director Andrew Tydingco. Seconded and carried.

IV. Executive Manager's Report

Budget for language interpreting equipment

EM R Agustin would like to make a motion to approve the budget to pay for services of a language interpreter or language interpreting equipment for riders who are hearing impaired to communicate for services needs from our agency.

Bill 250-33

Bill 250-33 by Vice Speaker BJ Cruz was passed by the Legislature and was not signed by the Governor and so went into law.

Approved FY16 Budget

2016 Budget has been approved for \$3,663,958.00. GRTA requested through BBMR for \$4,314,161.00, a difference of \$336,042.00. We were shorted by \$650,203.00. This shortage was basically for personnel based on the approval of the Guam Transit Business Plan. This is also in preparation for the military building up. Fiscal Year 2016, we were shorted \$1,560,227.00. There has been a lot of concern about transit but very little support.

Issue with Pokémon Go

A game played on the cell phones called pokémon Go has been an issue and cannot interfere with government operations.

Shortage of staff

GRTA Board Secretary Penni Gates has jury duty every Thursdays for 6 months. Myra is on medical leave in the P.I. Rally has a family emergency. We have not had a lawyer for the last 20 months, a Chief Planner, Transportation Supervisor and Planner II. So we are very short staffed. There is so much to be done but lack the staff to get all of them done.

Transit Business Plan

There is pressure from Region IV for the \$237,000 for the architectural and engineering grant money for the bus maintenance facility which is all part of the transit business plan. There are no funds to move forward with the transit business plan, however, there are funding sources that other government agencies are tapping into that belong to GRTA. As mentioned in the July 5, 2016 board minutes, GRTA is trying to hire a Contract Specialist who will be tasked to find the funding to move forward with the Transit Business Plan. (Please see Old Business: Activate and fund approved Transit Business Plan)



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Written Travel Report by EM Rick Agustin

EM R. Agustin was asked to provide a written travel report requested by GRTA Board of Director Ginger Porter when he went to Oregon in May, 2016. He provided an oral report when he got back. GRTA Board of Directors received a copy of his written travel report in their September 13, 2016 board meeting folder.

Procurement Course Modules

Public Law 32-131 is a requirement that all agencies that procure for their agency must attend all 4 modules of the Procurement Courses. The deadline is Oct 1, 2016. Module 1 – Myra and Mr. Agustin attended. Module 2 – Mr. Agustin did not attend due to being off-island. Module 3 – Mr. Agustin attended. Module 4 – Mr. Agustin will attend next week, September 19. After that, he will attend Module 2.

Finding a place to move our vehicles

We are looking into moving our vehicles elsewhere and providing security for them because DPW is bringing in 18 more buses so we have to move our vehicles around to accommodate the new buses coming in.

Second batch of buses

GRTA bought 7 more buses.

Budget Hearing

July 19, 2016 GRTA had their first budget hearing at the Legislature. Within the last 6 years it was BBMR who spoke for GRTA at the budget hearings.

Bus Shelters

GRTA also awarded a bus facility maintenance cleaning contract to Advanced Management for 3 months. They are responsible for maintaining the Hagatna Bus Terminal, Harmon Drugs, GCC and Mangilao Public Health areas Monday, Wednesdays and Friday. We are looking forward to renovating an additional 7 bus shelters. We are also looking forward to a long term bus maintenance service contract in the near future.

The new GRTA Website is now ADA Compliant.

EM R. Agustin forwarded the proposed site to FTA Region 9 and they concur along with Mr. Frank Lujan from the Office of Technology that the GRTA website is ADA compliant. The site still has some tweaking here and there and will be upgraded along the way moving forward. A basic website that is easy to navigate and complies with the law. Once we get a letter from Mr. Frank Lujan we will reach out to the public to announce the upgrade of the website.

Board of Director Gerald Cruz feels that there was no significant improvement as far as being ADA Compliant on the new GRTA website. He asks Board Secretary Ginger Porter to read his email. He states that lights or flashing colors at particular intervals could actually cause epileptic seizures. He was also not given sufficient time to assess the new GRTA website and its content. There are also PDF files that cannot be read even with using screen reading soft wares. He has offered to work with them but has not



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heard from them personally. He stated that we should make this website truly accessible.

According to EM R. Agustin, there was a discussion at GRTA with the developer, Mr. Agustin, Board of Director Gerard Cruz and myself. The developers are very appreciative of our concerns and once GRTA gets a concurrence from the Office of Technology that it is ADA compliant then we will go with that.

Board Secretary Ginger Porter assessed the websites bus scheduling system and saw that the bus schedule for trip planning should be added into the website.

Board of Director Andrew Tydingco will give notice tomorrow at the Guam Developmental Disabilities Council General membership meeting and he will get the word out to people with disabilities to assess the website for ADA compliance.

V. Old Business

A. Activate and fund approved Transit Business Plan (Public Transit Fund P.L. 30-05)

Per EM R. Agustin, Transit Business Plan was approved in the year 2010. Board of Director/Mayor Ben Gumataotao was the Board Chair at the time. \$249,000 of federal monies was used for this Transit Business Plan. This plan is part and partial of the 2030 Guam Transportation Plan. GRTA has not received local funding for our transit business plan even though \$249,000 was spent on this plan. \$237,000 is granted to GRTA to build a bus maintenance facility. That is only for architectural and engineering. For the last 5 months he as been looking at different real estate properties for the most practical place to house GRTA transit maintenance facility and he will continue to search for other properties until he finds the right one.

B. New Board Member Nomination

Next year, June, 2017, Board of Director Mayor Ben Gumataotao will not be renewing his board membership which comes under the Mayor's Council. He can be nominated as a private citizen as a veteran. We need representation on our board from our veteran community.

Board Secretary Ginger Porter approached Erskin Sanchez to consider sitting on the board. He understands the transit system, he used to work for fleet services and he's familiar with Robert's Rule. He may consider.

Board of Director Andrew Tydingco informed the Board that the Director of Guma Mami, Sam Ilesugam is interested.

Chairwoman Mayor Louise Rivera has stated others have shown interest as well. GRTA needs someone who will take the transit seriously, be present for the board meetings, who will take action and move forward. One nomination is coming from the Governor's office and one nomination from the GRTA Board of Directors. Both need to be transit riders.



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EM R. Agustin replied that people asked why he is not moving aggressively forward in the process of submitting nominees for the GRTA Board to the Governor's office. His reply is that the packets are submitted to the Governor's office. It's now in the Governor's office for their action.

C. Contract Specialist

EM R. Agustin reports there was an MOA submitted to the AG's office between GRTA and UOG for a contract specialist and the unsigned document is still there. He received an email from Deputy AG's Office asking why GRTA is going that route instead of through DOA to give us the staffing to fill that position. The idea was to go through UOG to hire someone to assist GRTA to move forward with the Transit Business Plan but also to implement an internship on an apprenticeship program.

Board of Director Ginger Porter reported that she spoke to Frank Ishizake who oversees the internship programs. Without someone to manage that it would not be wise to initiate. Since the end of May, 2016 this plan has been sitting. GRTA funding that was available is now gone. No progress moving forward.

GRTA Chairwoman Mayor Louise Rivera says that GRTA should follow up and request a response in writing as to their opinion whether GRTA was allowed to do it or not.

EM R. Agustin responded that the MOU went to the AG's. We requested for them to look at it for guidance and advice from a legal standpoint.

D. Life-Line Fare

EM R. Agustin would like GRTA Director Porter to discuss her draft as to how to move forward. GRTA has not raised their bus fares since 1980. We can justify increasing our bus fare rates. Prices of maintaining buses have gone up since 1980.

EM R. Agustin explains that these fare increases are within FTA guidelines. GRTA is looking at trying to implement the increase by January 1, 2017.

Per Board Secretary Ginger Porter if approved by the GRTA Board we would gather data through public outreach, get their feedback, make adjustments and then implement. This would give the public sufficient time to adjust what is being proposed.

A Triple-A process will have to be done according to GRTA Board of Director Andrew Tydingco by getting the word out to the public that GRTA is planning to increase transit fare rates.

GRTA Board of Director Ginger Porter moved to approve the fee schedule that was addressed in the Board meeting in May, 2016 to bring before the public for input. Seconded and carried.



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E. Petty Cash Approval – GRTA Resolution No. 2016-003

EM R. Agustin reported that this was discussed at the last Board meeting in July 5, 2016 as to how the petty cash is being used. If GRTA needs to hire a Sign Language interpreter he will clarify what is allowed as far as using petty cash to pay for services without going through a lengthy process. GRTA Board of Director Andrew Tydingco will assist in this process. A copy of the resolution was submitted to all the Board members.

F. GRTA Staff lunch hour – CLOSED 12:00pm – 1:00pm daily (Monday-Friday)

GRTA Board of Director Ginger Porter moved to keep the GRTA office open from 8:00am to 5:00pm, inclusive of lunch time, Monday through Friday. Seconded. One opposed and Majority carried.

VI. Budget Report and Ridership Report (Rick Agustin)

July Budget Report (Rick Agustin)

Original budget request for 2016 was \$5,224,185.00. What was approved for 2016 was \$3,663,958.00. GRTA's budget was cut short of \$1,560,277.00.

	Less 15% Reserve	Total Budget - Net
The Guam Highway Fund (GHF)		
\$3,213,290.00	(481,993.50)	\$2,731,296.50
Public Transit Fund (PTF)		
\$ 450,668.00	(67,600.20)	\$ 383,067.80
Total FY16 Budget Approp.		
\$3,663,958.00	(549,593.70)	\$3,114,364.30

The funds to hire the chief planner and attorney went into the bus operations budget and used for that purpose before the end of the FY2016.

See FY16 GRTA Budget Appropriation (P.L. 33-66) Budget Report – 8/30/16 BOD Meeting for September 13, 2016.

VII. PC IV Rally Pilipina Report (Rick Agustin) – All procurement project updates

A. Multi-Step Bids for Paratransit and fixed route services

This has been discussed previously that the technical evaluation and the price analysis which EM R. Agustin and PCIV Rally Pilipina went back for clarification and submitted correspondence to FTA Region IX and waiting for their response.

B. Request for Proposal of the Transportation Management System Hardware and Software

Five (5) contractors who were interested when the bid closing date showed up only two submitted their bid on time. Because it is federally funded federal law approves bidders from off-island to participate. GRTA is currently putting together an evaluation expert team to gather information from what is said and the scope of work that this is how it will be evaluated based on what the team puts together and will become a contract.

C. Acquisition of seven ARBOC buses.



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These are the last batch of buses that GRTA bought recently and they are all being branded. We are in the process of drawing the funds from the federal government to pay the vendor.

D. ADA Website contract and current status

Please see Executive Manager's Report under The New GRTA Website.

VIII. New Business:

A. Budget Hearing – 2017 Budget

Please see Executive Manager's Report under Budget Hearing.

B. Paratransit Rider's Guide – Island wide

Board members to review.

C. Oversized electric mobility device

A rider bought a scooter and the scooter is unable to fit into the paratransit buses due to its size with the rider sitting on it. Planner Tech I Michelle Marquez and Director Porter went to assess the rider's ability to get on the bus with the scooter. FTA guidelines give the length and width but not the height of the seat of the scooter. Most of the buses are within FTA guideline to be within 48 inches in length.

IX. Public Comments – 15 minutes

Kerstan Bamba-Rosario, Sign Language Interpreter for the deaf, interprets for Jude Ogo, bus rider. His experience being that he is deaf he is asking for help to ride the bus on Guam. He wants to know how they go about riding the bus with very little communication for people deaf like himself. He is independent and does not have a PCA to take him around. He is amazed that the paratransit and discount fares is practically free. It's only .35¢. It's okay to raise the fare fees.

Kerstan also interprets for another deaf individual named Enrique. He wants the same thing as Jude Ogo, He doesn't mind the bus fare rates increase. He asks why the buses broken down.

X. Executive Session

The meeting recessed for Executive Session at 6:31pm.

XI. Adjournment

Meeting reconvened at 7:36pm. GRTA Board of Director Andrew Tydingco moved to adjourn the meeting. Seconded and carried. The meeting was adjourned at 7:37pm.

Respectfully submitted,

Penni Gates

GRTA Board Secretary



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FY 2016

Chairman

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Vice Chairman

Gerard Cruz
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Secretary

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Andrew Tydingco

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pokilabot@gmail.com

Vacant

Vacant

MEETING MINUTES

Board of Directors Regular Board Meeting of November 22, 2016

I. Call to Order:

The meeting was called to order by Chairwoman Louise Rivera at 4:33pm, at the GRTA Conference Room, 542 North Marine Corp Drive, Tamuning.

II. Roll Call:

Chairwoman Louise Rivera, Vice-Chairman Gerard Cruz, Board Secretary Ginger Porter, and Board Member Ben Gumataotao were present. Not present – Board Member Andrew Tydingco.

Also present were: EM Rick Agustin, Chief Planner Rally Pilipina, BS Penelope Gates, Planner II Brenda Atalig and Planner Tech I Michelle Marquez. Media present, Mr. Rodney Sapp from PBS Guam.

A quorum was established.



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III. Approval of Minutes

September 13, 2016 board minutes – moved to approve pending grammar corrections by Board of Director Ginger Porter. Seconded by Board Vice Chair Gerard Cruz. Motion carried.

IV. Executive Manager's Report

Statement Management Review – every 3 years.

SMR will be arriving early on Monday, April 10 through Thursday, April 13, 2017. Rally will be attending the SMR workshop in Atlanta, GA, December 7 and December 8. He will be leaving December 6. The last SMR we had was back in September, 2014.

Three Public Hearings – to increase the bus fare rates

GRTA held a public hearing in 3 locations. South, Central and North locations.

Agat Community Center (South location) - zero attendance.

Tamuning Community Center (Central location) - 27 people attend and

Dededo Senior Citizens Center (North location) - 13 people attend.

Only one person was against raising the paratransit rate from Thirty-Five Cents (.35¢) to Three Dollars (\$3.00) a ride. GRTA will take into consideration individual situations. Majority riders who attended and spoke up agree with the fare increase to improve transit operations. However, riders prefer a gradual hike increase in fare rates. This will be discussed in the next board meeting so that GRTA will prepare what's needed to present to the GRTA Board to move forward with the date the fare increase will take place. In addition, we will meet with other government of Guam agencies to implement public assistance with transit fares.

GRTA Accomplishments

- Five heavy duty concrete Bus stop benches have been installed in various areas.
- 18 bus stop signs have been purchased. They will be installed by DPW.
- The One-Call One-Click Office has been renovated and procurement for the air conditioning system is ongoing.
- Phase II of the bus stop renovation – 6 Bus shelter renovation ongoing. Construction has been awarded.
- Transportation Management System – This is currently being evaluated by officials that are skilled in the transportation business. Rally Pilipina, GRTA Chief Planner is currently the evaluator of the technical functionality of transportation and transit.



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Multi-step Bid

The long awaited multi-step bid for the long-term bus service contract is still an active procurement. There is no further discussion on this matter until GSA has moved to award the contract.

Guam Visitors Bureau (GVB) Tumon Bus Shelter

Guam Visitors Bureau (GVB) would like to discuss moving our bus shelter from San Vitores in front of Circle K at Fountain Plaza. They would replace GRTA bus shelter with their own and GRTA will utilize it. A copy of the design plan will be distributed to GRTA board members. 12:37.22

Guam Memorial Hospital (GMH) Bus Shelter

GRTA will take the bus shelter from Fountain Plaza in Tumon and place it at GMH. Bus shelter is already ADA compliant.

Guam Department of Labor (GDOL)

A Memorandum of Agreement (MOA) between GRTA and DOL. GRTA will utilize a pilot program where DOL will provide a driver, fuel and maintenance of GRTA vehicle. These funds are FTA funds and not ARRA. FTA Section 5314B for human resource and training and part of our grant is Section 5316 for job access and reverse commute. This is covered by our grant fund. GRTA will continue to discuss this further on the next board meeting.

Mandatory Procurement Courses

EM R. Agustin attended mandatory procurement courses. Other government agency administrators were advised to attend these courses. He has one more course to take, Module 2, when it is available.

Acting Executive Manager

Chief Planner, Rally Pilipina will be acting executive manager during EM R. Agustin's absence. EM R. Agustin will be on medical leave for one week from November 28 to December 2, 2016. Rally is the most senior classified staff so therefore, the acting executive in his absence.

Planning Tech I Transit Course

Planning Technician I, Michelle Marquez attended a basic transit course in San Francisco, California and Las Vegas, Nevada. This course was paid for with FTA funds.

FOIA requests every week

EM R. Agustin has sought legal counsel and advice by the Attorney General of Guam due to GRTA receiving requests for FOIA every week by a single rider.



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V. Old Business

A. **Activate and fund approved Transit Business Plan (Public Transit Fund P.L. 30-05)**

Per EM R. Agustin, Lt. Governor Ray Tenorio would like to meet with him tomorrow afternoon for about an hour regarding GRTA general plans, execution timelines, problems and vision regarding transit. He will impress upon the Lt. Governor the transit business plan which was approved since 2010, GRTA's enabling act which allows us to become an autonomous agency, and that we do have funds from the mass transit automotive surcharge and liquid fuel tax and according to a report that the OPA sent to him is that there was 19.1 million dollars collected. If GRTA plans to execute on the transit business plan there is a secure funding source because if GRTA borrows money at the federal level GRTA will be able to pay their debts throughout the years. This will be the priority of his conversation with Lt. Governor.

B. **New Board Member Nomination**

Next year, January, 2017, Board of Director Mayor Ben Gumataotao will not be renewing his board membership which comes under the Mayor's Council. GRTA needs a replacement to take the place of former board member Jason Cruz and then one more vacant seat to be filled. Mr. Agustin would like to recruit a veteran, namely, Mayor Ben Gumataotao who is a veteran of the armed forces. Board secretary Ginger Porter would like a person on the board who has physical access issues on the bus. The criterias in the law requires an appointment by the Governor and a rider to be a board member. The recommendation for the rider has to come from the approval of the board.

C. **Life-Line Fare**

The fair increase is just a proposal per Executive Manager Rick Agustin. GRTA to meet at least one more time with other government of Guam agencies and organizations that can offer additional help for riders in need of the transit services who cannot afford bus fare. The GRTA Board and EM R. Agustin will set a date to meet with these organizations and also invite the Senators who oversee these divisions to attend to finalize the fare increase.

VI. Budget Report and Ridership Report (Rick Agustin)

FY17 Approved GRTA Budget

Local funds - Guam Highway Fund (GHF) -	\$3,211,082 – Contractual -	\$2,576,132
Public Transit Fund (PTF) -	\$ 452,876 – Contractual -	\$ 452,876
FY17 Budget Total -	\$3,663,958	\$3,029,008
15% Reserve -	\$ 549,594	\$ 454,351.20
Total Available Budget-	\$3,114,364	\$2,576,007 GHF/PTF



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



Total Appropriated for bus operation, local funds -	\$2,567,007
Less: Misc. Contractual	(133,900)
Less: FY17 Est. Bus Operation	(3,708,392)
Shortfall from Local Funds	(1,275,285)

Please see Budget Report for details.

VII. Chief Planner Rally Pilipina Report – All procurement project updates

Congratulations to Rally Pilipina. On November 14, 2016, Rally became the new GRTA Chief Planner. There will be a vacancy from his last position but at the Program Coordinator III Level instead of Program Coordinator IV.

A. **Multi-Step Bids for Paratransit and fixed route services**

Rally currently has two major certification projects. This is currently ongoing and moving forward. That is all we can say as of now because of the sensitivity of the procurement.

B. **Request for Proposal of the Transportation Management System Hardware and Software**

Proposals were received and we are currently evaluating. We partnered with highly qualified IT professionals within the Government of Guam to evaluate, read, and review the proposals. This is the process as of now. Within a few weeks, we will be expecting to award this project. Everyone on this evaluation committee have signed a statement of non-disclosure.

VIII. New Business:

A. **Access Issue, FOIA**

GRTA averages one FOIA a week per GRTA EM R. Agustin. GRTA is short on staff. There is currently only 6 staff members at GRTA.

GRTA Board Chair Louise Rivera requested GRTA Executive Manager Rick Agustin look into other government of Guam agencies for job programs that can assist with temporary hires.

Per EM R. Agustin GRTA is currently working on receiving assistance from a community service program through the court system, Probationary division through Probation Officer Supervisor, Trisha Suzuki from the Alternative Sentencing Office.

B. **Approval to hire ALS interpreter**

Back in September 13, 2016 board meeting, two people, who were hearing-impaired were accompanied by a sign language interpreter, Kersten Bamba-Rosario and spoke on their behalf. In the future, we may have others attend the meeting and GRTA would like to connect with an on-call sign language interpreter service which is required when in need. Board approval not needed per Board Secretary Ginger Porter.



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Open purchase order may be established to pay for these services through a procurement process per Board Chairwoman Mayor Louise Rivera. An open purchase order is good for a year.

C. Paratransit – No Call No Show Penalty

Board Secretary Ginger Porter reported there is a board policy adopted in 2012 which GRTA can follow regarding no call no show penalties for paratransit riders to follow.

D. DOL use of MV1 Vans

A Memorandum of Agreement between GRTA and Guam Department of Labor (DOL) has been drafted. GRTA to provide the MV1 Van and coordinate training with CEDDARS to provide services to individuals with disabilities and GDOL to employ the driver, provide the training, salaries, maintenance and registration of the vehicle, fuel and supplies annually. This will be discussed at the next board meeting and if approved to get started and if not to inform DOL Director Sam Mabini where they stand with this MOA.

IX. Public Comments – 15 minutes

Evelyn Duenas directs her complaints towards GRTA EM R. Agustin. She states that there is no resolution to her repetitive complaints. Some of them are safety issues. She tells Mr. Agustin that it should be team-work between GRTA and the provider, Kloppenburg, Ent. Inc. (KEI), although she knows GRTA is short-staffed. She asks when these issues are going to be resolved.

Board Chairwoman Mayor Louise Rivera replies to rider Evelyn Duenas that GRTA is working to provide solutions to ongoing issues that transit is having. GRTA is moving forward and working on issuing new buses and vans so that these issues will change.

X. Executive Session

The meeting recessed for Executive Session at 7:00pm.

XI. Adjournment

Board Meeting reconvened at 8:20pm. GRTA Board Vice Chair Gerard Cruz moved to adjourn the meeting. Seconded by Ben Gumataotao. Motion carried. The meeting was adjourned at 8:20pm.

Respectfully submitted,

Penni Gates
GRTA Board Secretary

FY17 APPROVED GRTA BUDGET
P.L. 33-185

GUAM REGIONAL TRANSIT AUTHORITY
(Budget Report)

LOCAL FUNDS - GUAM HIGHWAY FUND (GHF) - \$3,211,082
(TOTAL: \$3,663,958) PUBLIC TRANSIT FUND (PTF) - \$452,876

Object Class	FY 17 Budget	Less 15% Reserve	Total Available Budget
111 Salaries	451,105.00	67,666	383,439
113 Benefits	168,445.00	25,267	143,178
220 Travel	-	-	-
230 Contractual (GHF)	2,567,132.00	385,070	2,182,062
230 Contractual (PTF)	452,876.00	67,931	384,945
233 Office Rental	-	-	-
240 Supplies	8,000.00	1,200	6,800
290 Misc.	10,400.00	1,560	8,840
361 Power	-	-	-
362 Water	-	-	-
363 Telephone	6,000.00	900	5,100
450 Capital Outlay	-	-	-
TOTAL	\$ 3,663,958.00	549,594	3,114,364

(Fiscal Restraint)

Total - 230-
\$ 2,567,007

Other Misc. Contractual (230):	
Legal Services	75,000.00
Xerox Copier/Printer	10,000.00
Internet	1,000.00
Drinking Water Delivery	324.00
Print Advertisement Svcs.	6,000.00
Van/AC Repair's Maint. Svcs.	3,000.00
Pricing Services (Bus Fares, Brochures, Schedules, etc.)	5,000.00
Training fee re FTA Para. Regs.	5,000.00
Website Maintenance Services	7,500.00
Trash Collection (GRTA office)	1,000.00
Grounds Maintenance Services	10,704.00
Installation of LED Solar Lights	4,548.00
Misc. Subscription & Other Services	5,000.00
TOTAL MISC. 230:	\$ 134,076.00

TOTAL APPROP. FOR BUS OPERATION LOCAL:	2,567,007	GHF/PTF
Less: Misc. Contractual	(134,076)	
Less: FY17 Est. Bus Operation	(3,696,702)	
Shortfall from Local Funds	(1,263,771)	
Plus: Current Avail Fed. Funds	610,113.05	
GRAND TOTAL SHORTFALL AS OF TODAY	653,657.95	

FTA FEDERAL FUNDS AVAILABLE CARRIED OVER FOR FY17 FOR BUS OP.:	
FY13	64.38
FY14	3,916.67
FY16	606,132.00
	Funding for long term bus contract
TOTAL FTA FUNDS:	\$ 610,113.05

FY17 Bus Operation Expenses:		<u>Cost</u>	<u>Bus Fares Collection</u>
October	15 hrs, 5/6 units (\$70.00/hr)	297,080.00	7,359.20
November	15 hrs, 5/6 units (\$70.00/hr)	268,730.00	6,717.46
December	15 hrs, 5/6 units (\$70.00/hr)	300,300.00	
TOTAL COST FROM OCTOBER - DECEMBER		866,110.00	
January	14 hrs, 8/10 units (For Long Term Bus Service Contract)		
February	14 hrs, 8/10 units (For Long Term Bus Service Contract)		
March	14 hrs, 8/10 units (For Long Term Bus Service Contract)		
April	14 hrs, 8/10 units (For Long Term Bus Service Contract)		
May	14 hrs, 8/10 units (For Long Term Bus Service Contract)		
June	14 hrs, 8/10 units (For Long Term Bus Service Contract)		
July	14 hrs, 8/10 units (For Long Term Bus Service Contract)		
August	14 hrs, 8/10 units (For Long Term Bus Service Contract)		
September	14 hrs, 8/10 units (For Long Term Bus Service Contract)		
PROJECTED COST FROM JANUARY - SEPTEMBER 2017		2,580,592.00	
PROJECTED FUEL COST		250,000.00	
TOTAL PROJ. BUS OPERATION COST, FY17		\$ 3,696,702.00	

Self Service

Fuel & Lube Cost

GUAM REGIONAL TRANSIT AUTHORITY

FEDERAL FUNDS: AS OF 12/20/16

Description	Grant Award No.	AS400 A/C No. & Object Class	Balance	Expiration Date	Funding for Bus Op.
FY13 FTA Continuing Grant	GU18X02900	5101E139977PT101-230 111/113/220/240/250	64.38	11/30/2017	
		Total	64.38		
FY14 FTA Continuing Grant	GU18X03000	5101E149977PT101-230 111/113/220/240/250	3,916.67 1,139.10	9/30/2017	
		Total	5,055.77		
FY16 FTA Continuing Grant	GU18X03100	5101E169977PT101-230 111/113/220/240/250	606,132.00 84,188.51	9/30/2018	
		Total	690,320.51		
Total Current Balance:			695,440.66		

SPECIAL FEDERAL GRANTS:

FOR IFB - PROCUREMENT OF BUSES:		Orig. Approp.:	Current Balance:	Expiration Date:
From FY13 FTA Continuing Grant (Additional)	GU18X02900	5101E139977PT101-450 \$499,000	1,950.00	9/30/2017
From FY14 FTA Continuing Grant (Additional)	GU18X03000	5101E149977PT101-450 \$475,325	-	9/30/2017
From FY16 FTA Continuing Grant (Additional)	GU18X03100	5101E169977PT101-450 \$416,438	-	9/30/2018
		Total \$1,390,763	1,950.00	

Partial Design GRTA Maint. Facility	GU-04-0003-00	5101H139977PA104-230	237,500.00	9/30/2018
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One-Call/One-Click Federal Grant	GU-04-0004-00	5101H129977PT106: Funding for Construction of DISID Bldg. 5101H129977PT105: (Orig. Approp. - \$305,000) Funding for proposed GRTA's One-Call/One-Click Center and Software	1,000,000.00 279,301.61	6/30/2018
		Total Current Balance:	1,279,301.61	