



# GUAM REGIONAL TRANSIT AUTHORITY

## GOVERNMENT OF GUAM

Lourdes A. Leon Guerrero, Governor  
Joshua F. Tenorio, Lieutenant Governor  
Celestin C. Babauta, Interim Executive Manager



### BOARD OF DIRECTORS MEETING

Transit Management Center

July 14, 2020, 2:00 pm

### Agenda

- I. Meeting Call to Order
- II. Roll Call
- III. Opening Remarks
- IV. Administrative Directive – Wearing of Mask and Social Distancing Mandatory
- V. Review of GRTA Board Minutes June 9, 2020
- VI. Public Participation – 3 Minutes Per Individual
- VII. Interim Executive Manager's Report: Budget, Paratransit, Maintenance, Transit Management Center, Projects, Procurement, Grants - CARES Act, One Call – One Click Transportation Management System, Interim Executive Manager's Report – Since Appointment January 2019 – August 2019 Without GRTA Board, August 2019 – June 2020
- VIII. New Business
  - A. GRTA is an Autonomous Agency
    1. Contract Authority
    2. Organization
  - B. Adoption of Department of Administration Personnel Rules and Regulations
  - C. FTA Grant Program Proposal FY20
  - D. Revenue Generating Initiatives
  - E. Review status of Contract Matters: Fixed Route Contract; MOU with DPW
  - F. Executive Manager's job description and annual review
- IX. Other Discussions
- X. Executive Session
- XI. Adjournment



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Post Office Box 2896 Hagatna, Guam 96932  
Telephone: (671) 475-4686 / 475-4616 Facsimile: (671) 475-4600



**SIGN IN SHEET**  
**GRTA BOARD OF DIRECTORS REGULAR MEETING**  
**July 14, 2020 2:00pm**  
**Transportation Management Center - DPW Compound**

BOARD OF DIRECTORS		
NAME	SIGNATURE	EMAIL ADDRESS
<b>Mr. Alejo Sablan</b> <i>Chairman</i>		<a href="mailto:sablanac671@gmail.com">sablanac671@gmail.com</a>
<b>Mr. John Leon Guerrero</b> <i>Vice-Chairman</i>		<a href="mailto:ileonguerrero@yahoo.com">ileonguerrero@yahoo.com</a>
<b>Honorable Rudy Paco</b> <i>Board Member</i>		<a href="mailto:mtmmayorpaco17@gmail.com">mtmmayorpaco17@gmail.com</a>
<b>Honorable Kevin Susuico</b> <i>Board Member</i>		<a href="mailto:agatmayor@yahoo.com">agatmayor@yahoo.com</a>
<b>Mr. David Arentz</b> <i>Board Member</i>		<a href="mailto:rentadavid@yahoo.com">rentadavid@yahoo.com</a>



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## SIGN IN SHEET GRTA BOARD OF DIRECTORS REGULAR MEETING July 14, 2020 - 2:00pm Transportation Management Center - DPW Compound

GRTA STAFF		
<b>Celestin Babauta</b> <i>Interim Executive Manager</i>		<a href="mailto:celestin.babauta@grta.guam.gov">celestin.babauta@grta.guam.gov</a>
<b>Catherine Blas</b> <i>Administrative Officer</i>		<a href="mailto:catherine.blas@grta.guam.gov">catherine.blas@grta.guam.gov</a>
<b>Rally Pilipina</b> <i>Chief Planner</i>		<a href="mailto:rally.pilipina@grta.guam.gov">rally.pilipina@grta.guam.gov</a>
<b>Myra Hernandez</b> <i>Private/Board Secretary</i>		<a href="mailto:myra.hernandez@grta.guam.gov">myra.hernandez@grta.guam.gov</a>
<b>Jennifer Cruz</b> <i>Administrative Assistant</i>		<a href="mailto:jennifer.cruz@grta.guam.gov">jennifer.cruz@grta.guam.gov</a>
<b>Mark Crisostomo</b> <i>Transportation Supervisor</i>		<a href="mailto:mark.crisostomo@grta.guam.gov">mark.crisostomo@grta.guam.gov</a>
<b>Jacqueline Taitano</b> <i>Program Coordinator II</i>		<a href="mailto:jacqueline.taitano@grta.guam.gov">jacqueline.taitano@grta.guam.gov</a>
<b>Virgilio Penafiel</b> <i>Program Coordinator I</i>		<a href="mailto:virgil.penafiel@grta.guam.gov">virgil.penafiel@grta.guam.gov</a>
<b>Rolando Dydasco</b> <i>Auto Mechanic Supervisor</i>		<a href="mailto:rolando.dydasco@grta.guam.gov">rolando.dydasco@grta.guam.gov</a>
<b>Margaret Nauta</b> <i>Customer Service Supervisor</i>	7/14/20	<a href="mailto:margaret.nauta@grta.guam.gov">margaret.nauta@grta.guam.gov</a>
<b>Richard Ybanez</b> <i>Special Projects Coordinator</i>	7/14/20	<a href="mailto:richard.ybanez@grta.guam.gov">richard.ybanez@grta.guam.gov</a>
<b>Harry Crisostomo</b> <i>Bus Driver Supervisor</i>		<a href="mailto:harry.crisostomo@grta.guam.gov">harry.crisostomo@grta.guam.gov</a>
<b>Cynthia Terlaje</b> <i>Word Processing Secretary</i>		<a href="mailto:cynthia.terlaje@grta.guam.gov">cynthia.terlaje@grta.guam.gov</a>
<b>Marlon Molinos</b> <i>Program Coordinator I</i>		<a href="mailto:marlon.molinos@grta.guam.gov">marlon.molinos@grta.guam.gov</a>
<b>John Louie L. Dizon</b> <i>Program Coordinator I</i>	7/14/20	<a href="mailto:john.dizon@grta.guam.gov">john.dizon@grta.guam.gov</a>

Tom Kessler





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### **Board of Directors Regular Meeting**

Tuesday, June 9, 2020 at 2:00 pm

Transportation Management Center

### **Meeting Minutes**

#### **I. Call to order:**

Chairman Alejo Sablan called the meeting to order at 2:05 pm.

#### **II. Roll Call:**

GRTA Board Members present: Chairman Alejo Sablan, Vice-Chairman John Leon Guerrero, Director Kevin Susuico, Director David Arentz and Director Rudy Paco.

#### **III. Administrative Directive – Social Distancing Mandatory:**

Chairman Sablan informed the Board and as well as the public that due to COVID-19, wearing a mask and social distancing is mandatory.

#### **IV. Routematch Transportation Management System:**

Mr. Thomas Coogan, Vice President of Routematch, explained to the Board that GRTA purchased an enterprise technology Transit Management System (TMS) which will replace its paper-based transit documentation system. The TMS consists of Demand Response software for paratransit operations and has an automated scheduling and dispatch feature that will help create reservations and book trips for paratransit riders. Another feature that the TMS has is an online and mobile app that will be connected to the GRTA website. The rider will create an account which will give them the opportunity to book trips. Mr. Coogan stated his team will be on-island around July 12, 2020 to provide training for GRTA staff. Furthermore, there is a part of the Demand Response that will contact the riders the night before to remind them of their scheduled ride for the next day. This will afford them the opportunity to cancel their ride should they have a change in plans. Also, on the day of service the rider will receive another notification 30 to 45 minutes prior to their scheduled pick up time to let them know the bus is on its way. Mr. Coogan informed the Board there will be tablets installed on all the vehicles. He stated that riders will have access to real time bus location which will contribute to system awareness, improve the perception of the transit system and customer convenience. Another feature that the Demand Response has is an Electronic Fare payment system, that will allow the riders to load monies onto a reloadable card and use the card to pay for trips. Mr. Coogan described the features of the Fixed Route software in that when bus drivers log onto the tablets it activates peripheral equipment within the bus the Automated Voice Annunciation (AVA) which include announcing stop location, major intersections and/or tourist attractions. Alongside the automated voice annunciator will be a sign on the inside of the bus displaying the next stop location and benefit the hearing impaired. In addition, the APC-Automated Passenger Counters is a sensor that is mounted on the door and account passengers who are entering and exiting the bus. The vehicles will also



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have a head-sign integration that will display the stop location on the outside of the bus. Unfortunately, this is not included on the software package that GRTA purchased with Routematch.

Staff Member Virgil Penafiel showed the Board one of the 30 tablets that will be installed inside the buses. It is a 10-inch screen tablet that will be used for Paratransit as well as for Fixed Route. He also explained that the tablet will replace the paper manifest that GRTA is currently utilizing. Such technology will be helpful in data gathering for reporting purposes. With the reporting part of the TMS, GRTA staff and leadership will have the ability to download reports they need.

### V. Review of Minutes:

Board Members reviewed the May 12, 2020 meeting minutes. Director David Arentz motioned to approve the minutes and Vice-Chairman John Leon Guerrero second it. Meeting minutes was approved with 5 yes and 0 nays.

### VI. Public Participation – 3 minutes per individual:

Mr. Rodney Calimlim followed up with the investigation he requested into Director Arentz regarding the complaints brought up during the previous Board meeting. Interim Executive Manager Celestin Babauta explained that he spoke to Director Arentz about the complaints that include mandatory wearing of face mask and showing his paratransit ID card upon entering GRTA vehicles. Interim Executive Manager Babauta informed Mr. Calimlim he told Director Arentz that it is mandatory for him and all paratransit riders to wear a mask when riding on GRTA vehicles and it is also requirement for him and others to show their paratransit identification card when boarding.

Ms. Ginger Porter requested information relative to no-show data in terms of comparing the two-week versus the two-day reservation period? Staff Member Margaret Nauta stated the no-shows has decreased especially during the pandemic because Transit Management Center (TMC) personnel are notifying riders in advance informing them of their rides. She stated that staff at the TMC should receive additional counseling and training on approaches to customers who are making reservations

Attorney Daniel Somerfleck, Director of Guam Legal Services brought up concerns regarding GRTA's complaint process. He mentioned that he is aware of a number of complaints that have been filed and have not been resolved within five days, as stipulated on GRTA's complaint processes. He asked the Board to review the complaint process and the response to the complaints or the consequences will be very clear. He said that he doesn't want to have to sue GRTA for the second time.

### VII. Interim Executive Manager's Report:

A. Budget: Staff Member Cathi Blas explained to the Board that GRTA's budget of \$3.2 million is lumped sum and as a result GRTA has the flexibility to transfer funds within the different budget categories. Contractual funds of \$1.9 million was allocated for bus operations; however, certain amount was transferred to fuel and vehicle maintenance due to shortage on those two budget



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- categories. Nonetheless, GRTA must stay within its budget unless valid reasons are presented requesting for more funding. Interim Executive Manager Babauta stated that he and GRTA staff worked diligently in providing the Federal Transit Administration (FTA) mandated program requirements that aided in saving GRTA \$1,237,500. Otherwise the funds would have been returned back to the FTA. The Board referred to the handout for more detailed information.
- B. Paratransit: Staff Member Jackie Taitano briefed the Board that to date, GRTA has 576 applicants, 22 were processed in May (10 New/12 Renewal). She stated 38 applications were processed during COVID-19 (March 2020-May 2020). The ridership in May for Fixed Route is 4,192 and 3,509 for Paratransit. Interim Executive Manager Babauta told the Board that ridership for May remains low because of COVID 19 restrictions directed by the Governor. He further explained that as restrictions are lifted, ridership will increase. He reiterated to the Board that GRTA is presently contracting Kloppenburg Enterprises Inc. (KEI) for Fixed Route services with average hours every 2 weeks of about 1,250. GRTA is paying KEI \$47.00 an hour for Fixed Route Services which comes out to about \$117,500 a month. He clarified that when GRTA takes over Fixed Route January 1, 2021 it will spend about \$62,500 a month thus saving GRTA roughly \$55,000 a month and approximately \$600,000 a year.
- C. Maintenance: Interim Executive Manager Babauta informed the Board that to date, GRTA currently have 10 MV1's and 6 ARBOCs in operation for Fixed Route and Paratransit.
- D. Transit Management Center: Staff Member Margaret Nauta informed the Board that the total number of trips for May 2020 is 3,509 and number of riders is 3,021. She stated back in February 2020 the number of rides was 6,876 and the decreased was due to COVID-19. She also enlightened the Board that for the month of May, 1,808 were medical trips, 339 trips for work and 736 other which includes going to the store, banks, pharmacy, etc. Of all the data presented the number of wheel chair riders added up to 868. Chairman Sablan brought up a concern with respect to GRTA's ability to accommodate paratransit riders with their rides when the Governor starts lifting the restrictions. Interim Executive Manager Babauta explained to the Board that GRTA is persistently working on ensuring that its vehicles are maintained so we it will have adequate number of operational buses. Although we don't have larger vehicles, we are making sure we are in compliant with social distancing.
- E. Projects: Interim Executive Manager Babauta informed the Board that the A&E contract for the design of GRTA's facility will be signed within the next couple weeks. The facility will have to be functional, safe, energy efficient, maintainable and of course aesthetically pleasing. He stated that Staff Members Rally Pilipina and Mark Crisostomo are conducting research to ensure the maintenance facility is equipped with state-of-the-art equipment.
- F. Procurement: With respect to procurement, Staff Member Cathi Blas briefed the Board ON THE TMS project that is ongoing with Routematch and the ongoing Emergency Bus Procurement. The bus procurement is being handled by GSA. Another project that is ongoing is the A&E for the GRTA facility and handled by DPW. Furthermore, the preventive maintenance contract was awarded May 17, 2020 to AK. The solar light project is nearing completion and the Typhoon Dolphin Bus Shelter project is pending. Staff Member Blas explained to the Board that in reference to the



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Typhoon Dolphin Bus Shelter, GRTA is a subgrantee to Guam Homeland Security. The funds were provided as a result of damage to a GRTA bus shelter during Typhoon Dolphin. An extension was requested because construction was not accomplished due to COVID 19.

- G. Grants – CARES Act: The program proposal for the CARES Act grant was approved by the FTA representative at Honolulu and was forwarded to Region IX for final approval. The total amount is \$2.7 million and as soon as the proposal is approved, GRTA can begin spending the funds. He also apprised the Board of FTA FY17 funding source that's being addressed by FTA. GRTA submitted a Bus Procurement package to GSA; however, it didn't bid out the procurement package in a timely manner and funding expired. Therefore, GRTA generated an extension request to FTA. He further explained the request has been approved by the FTA Representative in Hawaii and is currently being addressed at the Region IX. Interim Executive Manager Babauta explained that as soon as GRTA is granted the approval, GSA will be able to award the Bus Procurement Package in the amount of \$583,000 to the winning bidder. Altogether the Procurement Package is \$1,083,000 which will hopefully purchase about seven 14-passenger buses.
- H. Marketing: Staff Member Richard Ybanez informed the Board that GRTA is formulating the processes for advertising and that GRTA may be able to generate several thousand dollars a year just on advertising on its buses and vans. He informed the Board the Guam Army National Guard is proposing to advertise awaiting approval from its headquarters at Washington D.C. In addition to advertising on GRTA buses, Staff Member Ybanez informed the Board that he is also working on advertisements GRTA bus shelters.

### **VIII. New Business:**

- A. Civil Rights Review: Interim Executive Manager Babauta said that he communicated with one of the reviewers from the Office of Civil Rights Review and told that a draft of the report, will be forwarded to GRTA. However, the final draft will be coming out of the FTA. He further explained that GRTA is currently working on some of the information that was provided to GRTA during the out brief meeting.
- B. Bus Stop Signs: Interim Executive Manager Babauta explained the bus stop signs will be metal which will display the name of the route and the scheduled stops for that particular route. The sign will be 18 inches by 18 inches with a sticker type label to display the schedule in case we need to make any changes. Interim Executive Manager Babauta stated at the next Board meeting, we should be able to display the actual size of the bus stop sign.
- C. Plexiglass – Drivers and Passengers Seats: Interim Executive Manager Babauta stated that quotes from vendors are being reviewed for plexiglass to be installed on the ARBOC seats so that GRTA can fully utilize its seat capacity.
- D. Proposed No-Show Policy: The No-Show Policy will be emailed to the Board for further review as soon as a draft is drafted by GRTA staff.
- E. Resolutions: No discussions were made.

**Executive Session:** No Executive session took place.





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**IX. Adjournment:**

Being that there were no further discussions, Chairman Sablan adjourned the meeting at 3:45 pm.

A handwritten signature in black ink that reads "Alejo C. Sablan".

Alejo C. Sablan, Chairman  
Guam Regional Transit Authority Board of Directors

7/14/2020  
Date

FY 20 APPROVED GRTA BUDGET  
P.L. 35-36 Section 1 (bb)

GUAM REGIONAL TRANSIT AUTHORITY  
(Budget Report)

**LOCAL FUNDS** - 3,236,730.00  
 PUBLIC TRANSIT FUND (PTF) - \$383,571  
 GUAM HIGHWAY FUND (GHF) - \$2,853,159

Object Class	FY20 Budget	Encumbrance / Expenditure	Total Available Budget
111 Salaries	689,980	321,945	368,035
112 Overtime	21,879	11,634	10,245
113 Benefits	248,482	114,868	133,613
220 Travel	-	-	-
230 Contractual (GHF)	1,751,961	1,636,694	115,268
230 Contractual (PTF)	236,002	236,002	0
233 Office Rental	-	-	-
240 Supplies (incl. Fuel)	223,999	162,943	61,056
250 Equipment	8,496	8,496	-
290 Misc.	4,284	3,084	1,200
361 Power	-	-	-
362 Water	-	-	-
363 Telephone	4,308	4,307	1
450 Capital Outlay	-	-	-
<b>TOTAL</b>	<b>3,189,390</b>	<b>2,499,972</b>	<b>689,418</b>

Governor's Transfer Pillar Carbullido = \$ 47,340

TOTAL 230: \$ 1,987,963

<b>TOTAL APPROP. FOR BUS OPERATION LOCAL:</b>		1,987,963	GHF/PTF
Less: Contractual Svs		1,910,859	
Balance Remaining		71,545	Local

Other Misc. Contractual (230):	
Bus Ops - Fixed	865,681
Bus Ops - Paratransit	325,861
Bus Maintenance	393,760
Xerox Copier/Printer	10,000
GGWAN/Internet Service	2,400
Print Advertisement Svcs.	15,200
Trash Collection (GRTA office)	3,600
Supplemental for TMS	248,540
Installation of Solar Lights	30,000
Bus Shelters Project (TY Dolphin) Govt Share	6,265
Misc. Subscription & Other Services	9,552
<b>TOTAL MISC. 230:</b>	<b>1,910,859</b>

AVAILABLE FEDERAL FUNDS as of 07/14/2020	
FY12 - ONE CALL / ONE CLICK	129,483.45
FY12 - OC/OC BUILDING FUND	1,060,000.00
FY13 - A&E DESIGN GRTA FACILITY	237,500.00
FY17-001 Cont. Grant (Bus Procurement)	592,027.57
FY17-002 Cont. Grant	39,515.27
FY18 & 19 Cont. Grant	1,077,736.77
FY18 & 19 GRTA Facility	1,500,000.00
FY20 CARES Grant (processing)	2,704,154.00
<b>TOTAL:</b>	<b>\$ 7,280,417.06</b>

MISC. GRANTS:  
 Dolphin Grantee GRTA CAT G 18,790  
 Public Assistance Grant  
 Required local match - \$6,250

**CURRENT AVAIL. FEDERAL FUNDS: AS OF 07/14/2020**

Description	Grant Award No.	AS400 A/C No. & Object Class	Balance	230: Funding for Bus Op.	Expiration Date
FY12 One Call/One Click	GU-04-0004-00	5101H129977PT105	129,483.45		9/30/2023
		111/112/113/220/230/233/240/250/450			
FY12 Building Fund	GU-04-0004-00	5101H129977PT105	1,000,000.00		9/30/2023
FY13 Partial Design GRTA Facility (A&E)	GU-04-0003-00	5101H139977PA104230	237,500.00		9/30/2023
FY17 FTA Continuing Grant	GU-2017-001-00	5101E179977PT101-230	592,027.57	583,520.00	9/30/2023
		1st Batch, for FY16)			
Orig. Approp.	GU-2017-002-00	111/113/220/240/250			
		\$1,615,066			
FY17 FTA Continuing Grant	GU-2017-002-00	5101H179977PT102-230	50,199.00		9/30/2020
Orig. Approp.		111/113			
		Supplemental for TMS - OCOC - 250			
Orig. Approp.		(2nd Batch, for FY17)			
		\$1,417,486			
FY18 & FY19 Continuing Grant	GU-2019-001-00	5101H139977PT102	2,659,256.62		9/30/2023
Paratransit Takeover Orig. Approp.		111/112/113/220/230/240/250/363/450		1,596,560.00	
		\$3,919,839			
Grand Total Current Balance:			\$ 4,668,466.64	\$ 2,180,080.00	

**SPECIAL FEDERAL GRANTS:**

Description	Grant Award No.	Orig. Approp. :	Current Balance:	Original End Date	End Date
FY12 One Call/One Click	GU-04-0004-00	5101H129977PT105	\$ 129,483.45	9/30/2019	9/30/2023
From FY17 FTA Continuing Grant (Additional)	GU-2017-001-00	5101E179977PT101-450	583,562	9/19/2019	9/30/2023
From FY17 FTA Continuing Grant (Additional)	GU-2017-002-00	5101H179977PT102-450	500,000	9/19/2019	9/30/2020
TOTAL: \$1,083,562 For Bus Proc.			1,083,562		
Partial Design GRTA Maint. Facility	GU-04-0003-00	5101H139977PA104-230 (grant extended)	237,500	9/30/2018	9/30/2023
Dolphin Grantee, Public Assistance Grant	PA09GU4224PW00013	5101H169977TD411-290 (pending extension docs)	18,790		6/4/2019
GRTA Solar Lighting Systems	Guam-FIC-2017-2	5101H189977IB107-230 (project on-going)	40,000		9/30/2022
One-Call/One-Click Federal Grant	GU-04-0004-00	5101H129977PT106: (grant extended/project on-going) Funding for Construction of GRTA Bidg. 5101H129977PT105: (Orig. Approp. - \$305,000) Funding for proposed GRTA's One-Call/One-Click Center	1,000,000 127,817	9/30/2019	9/30/2023
			142k used to fund TMS		

**GRTA CHECKING ACCOUNT: (Bank of Guam)**

Balance Carried Forward	156,996.05
October Payments/WD/Fee (-)	(14,571.40)
October Deposits/Credits(+)	7,053.36
	\$ 149,478.01

**BUS FARES ACCOUNT: (TOG)**

June 8, 2020	\$ 5,867.60
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WD: Withdrawal(s)

## Paratransit / Compliance

Data Count for Board Meeting (07.14.2020)

<b>Total Paratransit Riders:</b>	612
<i>Processing to date</i>	9

### Ridership for June 2020:

Paratransit	3990
Fixed Route	5,347

### Ridership by Fiscal Year:

	<u>Paratransit</u>	<u>Fixed Route</u>
FY 2018	48,261	120,801
FY 2019	55,980	124,081
FY 2020	19,062	51,329

### Complaints:

\*\* Marlon now handling complaints

<u>FY 2020</u> Complaints received to date (FY 2020)	19
OPEN Complaints	2
CLOSED/RESOLVED Complaints	17
<i>(Paratransit = 10, Fixed Route = 6, Internal = 3)</i>	

\*\* Complaints are currently being processed AS RECEIVED. Ombudsmen IS GOING BACK To complaints received from prior years and IS WORKING ON Closing/Resolving Complaints

# FLEET REPORT

Vehicle ID #	Description	License Plate #	Vehicle Location	In Maintenance Start	Maintenance Complete	Mileage	Main Status	Status	Back in service date
PT 001	2014 MV1 VAN	6375	GRTA						
PT 003	2014 MV1 VAN	6360	GRTA						
PT 004	2014 MV1 VAN	6361	GRTA						
PT 005	2014 MV1 VAN	6372	KEI						
PT 006	2014 MV1 VAN	6358	GRTA						
PT 007	2014 MV1 VAN	6369	GRTA						
PT 008	2014 MV1 VAN	6359	KEI						
PT 009	2015 MV1 VAN	6363	GRTA						
PT 010	2014 MV1 VAN	6365	GRTA						
PT 011	2015 MV1 VAN	6366	GRTA						
PT 012	2015 MV1 VAN	5736	GRTA						
<b>Total Operational: 11</b>									
PT 101	2015 ARBOC BUS	5848	KEI						
PT 103	2015 ARBOC BUS	5851	KEI						
PT 105	2015 ARBOC BUS	4991	KEI						
PT 106	2015 ARBOC BUS	4990	GRTA						
PT 108	2015 ARBOC BUS	5747	GRTA						
PT 110	2015 ARBOC BUS	5745	COVID						
<b>Total Operational: 6</b>									
	2016 FORD F150 PICKUP TRUCK	4974	GRTA						
	2015 TOYOTA RAV4	5980	GRTA						
	2016 ALUMA, 63BLW TRAILER	5767	GRTA						
	2017 KIA SEDONA VAN	4999	KEI						
<b>Total Operational: 4</b>									
G88188	2018 Ford Transit	BU1634	COVID						
G08269	2019 Kia Sedona	MN4945	GRTA						
G813A8	2018 Kia Sedona	IN4783	COVID						
G822A8	2018 Kia Sedona	MG4951	COVID						
<b>Total Operational: 4</b>									
<b>NOT IN SERVICE</b>									
GDOE	E450 BUS	6669	Triple J	20-May-20			Belt		
<b>Total Down: 1</b>									
PT 002	2014 MV1 VAN	6364	AK	18-May-20			Accident-pending quote		Awaiting claims from KEI
<b>Total Down: 1</b>									
PT 100	2015 ARBOC BUS	5850	AK	11-Jul-20			Rear a/c not getting cold/return re-work	in maintenance	15-Jul-20
PT 102	2015 ARBOC BUS	5849	AK	Jun-20			Compressor harness/ air bag test	in maintenance	15-Jul-20
PT 104	2015 ARBOC BUS	4989	DPW	24-Sep-18			Major Repairs: Decommissioned		
PT 107	2015 ARBOC BUS	5744	AK	13-Jul-20			Transmission diagnostic/transmission slipping		
PT 109	2015 ARBOC BUS	5746	GRTA	23-May-20			Currently working on getting switches and ramp pump	in maintenance	Parts on order
<b>Total Down: 5</b>									
<b>as of 14 JULY 2020</b>									

**GUAM REGIONAL TRANSIT AUTHORITY**  
**PARATRANSIT RIDERSHIP REORT**  
**FOR THE MONTH OF JUNE 2020**

*Today's Date: July 14, 2020*

A	D	E	F	G	H	I	J	K	L
DATE	# OF TRIPS	# of WC	PARA Ridera	Addt'l Riders		TOTAL # OF RIDERS (F+G+H)	RIDE CATEGORY		
				PCA	COMP		MD	WK	OTH
Monday, June 1, 2020	146	27	134	13	5	152	80	20	48
Tuesday, June 2, 2020	138	41	124	18	2	144	88	20	30
Wednesday, June 3, 2020	148	30	138	14	0	143	91	19	38
Thursday, June 4, 2020	157	41	140	13	4	157	83	24	50
Friday, June 5, 2020	159	28	143	19	0	153	90	22	46
Saturday, June 6, 2020	117	41	113	15	6	120	76	7	35
Monday, June 8, 2020	163	40	146	20	0	166	84	25	54
Tuesday, June 9, 2020	140	28	138	16	1	144	83	23	44
Wednesday, June 10, 2020	160	29	157	10	3	170	88	25	47
Thursday, June 11, 2020	152	40	139	16	4	159	80	22	50
Friday, June 12, 2020	169	34	168	17	2	187	87	28	54
Saturday, June 13, 2020	119	40	116	10	1	127	72	7	40
Monday, June 15, 2020	144	26	135	25	2	162	83	30	31
Tuesday, June 16, 2020	150	44	141	13	4	158	87	32	31
Wednesday, June 17, 2020	170	38	164	15	3	182	94	34	42
Thursday, June 18, 2020	168	42	164	18	4	186	94	38	36
Friday, June 19, 2020	174	16	162	17	0	179	89	36	49
Saturday, June 20, 2020	130	47	122	11	6	139	84	8	38
Monday, June 22, 2020	177	40	170	18	14	205	96	35	56
Tuesday, June 23, 2020	153	42	146	14	5	165	85	33	35
Wednesday, June 24, 2020	169	28	154	18	0	172	99	31	39
Thursday, June 25, 2020	163	52	155	26	7	188	99	35	30
Friday, June 26, 2020	179	40	169	20	2	187	92	41	41
Saturday, June 27, 2020	135	49	121	16	5	142	85	9	41
Monday, June 29, 2020	157	29	145	21	3	169	89	32	41
Tuesday, June 30, 2020	153	38	146	19	5	170	94	32	35
<b>TOTAL FOR: JUNE 2020</b>	<b>3990</b>	<b>950</b>	<b>3750</b>	<b>432</b>	<b>88</b>	<b>4226</b>	<b>2272</b>	<b>668</b>	<b>1081</b>

**NOTE:** *There were no ride denials for the Month of JUNE 2020. These riders were accommodated following the Social Distancing within our buses, Customers are allwearing masks before entering, and drivers take the temperature of each rider before boarding the buses.*



# GUAM REGIONAL TRANSIT AUTHORITY

## GOVERNMENT OF GUAM

Lourdes A. Leon Guerrero, Governor  
 Joshua F. Tenorio, Lieutenant Governor  
 Celestin C. Babauta, Interim Executive Manager



July 14, 2020

**Alejo C. Sablan**

Chairman, Guam Regional Transit Authority Board of Directors  
 590 South Marine Corps Drive  
 Tamuning, Guam 96913

Hafa Adai Chairman Sablan and Honorable Members of the GRTA Board

Since Governor Lou Leon Guerrero appointed me as Interim Executive Manager of the Guam Regional Transit Authority (GRTA), my passion to provide Guam with a safe and reliable transit system has been unquestionable. I was committed to make the best of the resources that was left behind although there weren't much. I was asked by many why accept to lead GRTA when it is full of challenges. My response was always that the people of Guam deserve better.

Ten years ago GRTA was created under Public Law 30-5 and when I took over I was left with the following challenges:

- **\$1,237,500 was to be returned back to the federal government: Purpose – for design and building of GRTA facility – funding since 2003.**
- **\$400,000 was earmarked by US DOT for Guam since 2005 that no one knew about.**
- **Persons with disabilities were being denied transportation to their medical appointments.**
- **7 out of 23 buses and vans were operational.**
- **GRTA is still lingering in a temporary facility.**
- **Leasing buses at \$74 an hour due to not enough buses to support fixed and paratransit routes**
- **Paying \$53.00 an hour for paratransit services plus GRTA also providing buses, gas, oil, tires**
- **Paying \$52.00 an hour for fixed routes plus GRTA also providing buses, gas, tires, oil**
- **One Call – One Click Transportation Management System not purchased funding since 2004**
- **Contractor was counting bus fares and depositing the funds to the bank - \$55,000 unaccounted**
- **Buses not ordered – funding since 2017**
- **The entire GRTA bus maintenance was being contracted.**
- **Left with 7 individuals working for GRTA**

Nevertheless, with 7 motivated and hardworking staff we started on our journey to advance GRTA. We knew what resources were available and where to spend to make sure that GRTA is moving in a forward trajectory. The following are what we have achieved.

- **Saved Guam \$1,237,500 that was to be returned back to the Federal Transit Administration (FTA)**
  - **\$237,500 will be used to design GRTA's facility that will include maintenance, transit operations, and administration all under one roof.**
  - **\$1 million and another \$1.5 million from FY19 FTA grant to construct the facility**







# GUAM REGIONAL TRANSIT AUTHORITY

## GOVERNMENT OF GUAM

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- Found \$400,000 at US DOT that was earmarked for Guam since 2005 – to buy paratransit vehicles
- Purchased the One Call – One Click Transportation Management System (TMS)
  - Will transform transit operations from paper to technology
  - Reservations on mobile application, pay with smart card, data gathering
  - GRTA staff currently being trained; go live before end of year
- 17 out of 23 buses and vans are operational
- GRTA is no longer leasing buses at \$74.00 an hour.
- Persons with disabilities are not denied transportation.
- Persons with disabilities are being interviewed and supported in a more dignified environment.
- Pending at GSA requisition for Emergency procurement of 14 passenger buses, May 2019
- Took over paratransit transit operations – saved government over \$200,000
- Will be taking over fixed route – will save government over \$500,000
- Programed \$500,000 from FY20 Federal Transit Administration funds for Park and Ride at Dededo
  - To establish commuter routes to Hagatna, Navy, Hotel Row, GCC, UOG
- GRTA is no longer contracting all of the maintenance for its buses and vans.
- CARES grant proposal of \$2.7 million approved by FTA
- Producing GRTA monthly newsletter
- Working on a more readable bus stop sign that's integrated with technology
- Finalized plans for construction of bus shelter at Inarajan Public Health
- Formulating plans to begin advertising on buses and bus shelters
- Has begun planning on management of public parking on Guam other than AB Won Pat International and Port Authority of Guam
- Bus fares are being accounted together with fixed route provider.
- Scrutinizing invoices from provider before payment is made
- Planning to purchase electric buses
- Purchased computers and other equipment to enhance productivity of GRTA staff
- Although temporary, improved work environment of all personnel
- Provided required training for personnel
- Increased the number of paratransit riders

Mr. Chairman and Honorable Board Members, the dividends that Guam will gain by improving its transit system is huge. They are as follows:

- Reduce congestion
- Create a healthy environment
- Only mode of transportation for the most vulnerable island people
- Grow Guam's economy
- Transport workers, students and persons with disabilities
- Minimize people paying expensive gas prices
- Lower vehicle maintenance costs of our local residents





# GUAM REGIONAL TRANSIT AUTHORITY

## GOVERNMENT OF GUAM

Lourdes A. Leon Guerrero, Governor  
Joshua F. Tenorio, Lieutenant Governor  
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- Reduce accidents
- Lessen traffic deaths
- Decrease road rage
- Reduce the maintenance costs of Guam's roads
- Increase GRTA revenue by managing public parking, advertising/marketing transporting military, tourists, and off-island workers

Finally, Chairman Sablan and Honorable Board Members Un Dankulo Na Si Yo'us Ma'ase for allowing me to provide some of what GRTA has achieved since I was appointed to be the Interim Executive Manager.

Respectfully,

A handwritten signature in black ink, appearing to read "C. Babauta".

Celestin (Cel) Babauta, MS WED  
Interim Executive Manager, GRTA





# GUAM REGIONAL TRANSIT AUTHORITY

## GOVERNMENT OF GUAM

Lourdes A. Leon Guerrero, Governor  
Joshua F. Tenorio, Lieutenant Governor  
Celestin C. Babauta, Interim Executive Manager



### GUAM REGIONAL TRANSIT AUTHORITY

#### Board of Directors

#### Resolution No.: GRTA 2020-003

WHEREAS, the Guam Regional Transit Authority is a qualified recipient for Federal financial assistance through the United States Department of Transportation (USDOT), Federal Transit Administration (FTA) under the 1641-2020-2, FFY 2020 Section 5311 non-Urbanized Formula Grant for Operating Assistance, State or Program Administration, Architectural & Engineering Services, Facility Construction, Miscellaneous Shop Equipment, and Security System & equipment, and

WHEREAS, the distribution of GRTA's FTA apportionments for FY 2020-2 Grant is as follows:

Approval for the breakdown of funds:	Total	Federal	Local
FY2020-2 \$500,000 Park & Ride Dededo, \$300,000 Maintenance Equipment GRTA Facility, \$200,000 Security Systems GRTA Facility	\$1,000,000	\$1,000,000	\$0
FY2020-2 Operating Assistance – Paratransit	\$769,363	\$769,363	\$0
FY2020-2 State Administration	\$196,596	\$196,596	\$0
<b>Total Board Encumbrance of FY 2020 Funds</b>	<b>\$1,965,959</b>	<b>\$1,965,959</b>	

THEREFORE, BE IT RESOLVED, that the Board of Directors herein adopts the following as recommended by GRTA's management:

1. Approval for the GRTA's Interim Executive Manager to accept the grant.
2. Approval for the GRTA's Interim Executive Manager to execute 1641-2020-02 grant submission via FTA's Transportation Electronic Award Management Transit Award Management System (TrAMS).





**GUAM REGIONAL TRANSIT AUTHORITY  
GOVERNMENT OF GUAM**

Lourdes A. Leon Guerrero, Governor  
Joshua F. Tenorio, Lieutenant Governor  
Celestin C. Babauta, Interim Executive Manager



DULY AND REGULARLY ADOPTED ON THIS 14<sup>th</sup> DAY OF July 2020.

Alejo C. Sablan  
Board Chairman

John C. Leon Guerrero  
Board Vice-Chairman

David Arentz  
Board Member

Rudy Paco  
Board Member

Celestin C. Babauta  
Interim Executive Manager

Kevin J. T. Susuico  
Board Member

