



GUAM REGIONAL TRANSIT AUTHORITY
Government of Guam

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

P.O. Box 2896
Hagatna, Guam 96932

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



Guam Regional Transit Authority

Board of Directors Meeting

AGENDA

Tuesday, April 17, 2018 at 3:00PM

GRTA Conference Room (DPW Compound) Upper Tumon, Guam

- I. **Call to order – Chairwoman**
- II. **Roll Call – Board of Directors**
- III. **Approval of Minutes**
March 20, 2018 Board meeting
- IV. **Executive Manager’s Report (EM R. Agustin)**
- V. **For Board Approval**
NAF SOP
- VI. **Old Business**
None
- VII. **Budget Report (Myra Soriano)**
- VIII. **Bus Operations Report (Mark Crisostomo, TS)**
 - A. Maintenance Status
 - B. Transit Facility status
- IX. **Chief Planner Report (Rally Pilipina)**
 - A. All Procurement project updates – GEDA/DISID/GRTA and M-1 Property
- X. **Program Coordinator IV Report (Pilar Carbullido)**
 - A. Ridership Report – February and March, 2018
 - B. On-time performance – February and March, 2018
 - C. Ride denial average

April 17, 2018 GRTA Board Agenda



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- XI. **New Business**
 - A. GRTA Hours of Operation – FY2019
 - B. Mayor’s incentive – Maintain bus shelter/bus stop location
 - C. Focus Group report

- XII. **Public Comments**

- XIII. **Executive Session**

- XIV. **Adjournment**

APPROVED BY:

LOUISE RIVERA
Chairperson

4-17-18

Date

LR:pg



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Board Officers

FY2018

Chairman

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

Vice Chairman

Gerard Cruz
487-4248
gerard.cruz71@gmail.com

Members

Frank A. Benavente
T (671) 632-5203
frankabenavente17@gmail.com

Andrew Tydingco
T (671) 472-8903
pokilabot@gmail.com

David Arentz
989-0055
rentadavid@yahoo.com

Vacant

MEETING MINUTES

***Board of Directors scheduled
Regular Board Meeting of Tuesday,
March 20, 2018 at 3:00pm.***

I. Call to Order:

Chairwoman Louise Rivera called the meeting to order at 3:00pm, at the GRTA Conference Room, 542 North Marine Corp Drive, Tamuning.

II. Roll Call:

GRTA Board members - Board Chairwoman Louise Rivera, Vice Chair Gerard Cruz, Director Andrew Tydingco, Director David Arentz, and Director Frank Benavente were present.

Also present were: Executive Manager Rick Agustin, Chief Planner Rally Pilipina, Program Coordinator IV Pilar Carbullido, Program Coordinator II Jackie Taitano, Planner II Brenda Atalig, and Board Secretary Penelope Gates.

A quorum was established.



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III. Approval of Minutes

February 20, 2018 – Director Andrew Tydingco moved to approve the minutes.
Seconded and carried.

IV. Executive Manager's Report (Rick Agustin)

- A. GRTA Budget Hearing – GRTA requested 6.2 Million for FY2019 but BBMR requested GRTA to push for 3.2 Million budget instead. \$200,000 less than what GRTA had 18 years ago. GRTA has more assets and ridership in this present time and should look forward to requesting for more when GRTA submits the budget to the legislature.
- B. Oversight Hearing – This is the second oversight hearing GRTA has had. On March 6, 2018, Oversight Chairman Senator Frank Aguon, Jr. asked that GRTA work with GSA and Attorney General's office to prepare a formal contract. A letter was sent to AG's Office and GSA. GSA only accepts email, which GRTA complied. Oversight Chairman is aware that GRTA has a Purchase Order in place of a contract with KEI.

V. For Board Approvals

None

VI. Old Business

A. \$197,000 SMR shortfall

State Management Review is not closed out yet. This will become public record once closed-out. GRTA is waiting for an official letter from FTA. Once SMR publishes the final report then GRTA will announce.

VII. Budget Report (Myra Soriano, AO)

Please see January 16, 2018 budget report attached.

VIII. Bus Operations (Mark Crisostomo)

- A. **Bus Schedules and Routes** – Starting in June, 2018 a Triple A process will take effect to analyze, reassess and tweak bus routes and schedules.
- B. **Ridership Report**
No ridership report for February, 2018 at this time.
- C. **On-time performance**
January, 2018
No. of Pick-up on-time Percentage = 66%
(Standard pick-up on-time percentage is 98%)



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No. of drop-off on-time percentage = 81%

IX. Chief Planner Report (Rally Pilipina)

A. All Procurement project updates.

March 9th, 2018 – Final draft of the contract between GRTA and Routematch concerning the RFP for the TMS of the One-Call One-Click was submitted to BBMR for funding availability review and approval.

In addition, an advanced copy of the contract and other related documents were submitted to the AG's Office for their review. Law requires this. Should this contract pass it will then, go to the Governor's Office for approval.

LED Solar Lighting system

GRTA is currently finalizing the specification of this project. After that, it will go to DPW to be bided out.

IFB for major and minor repairs for all GRTA vehicles

GSA is currently reviewing the specifications and will be informed when the solicitation will begin.

Bus Procurement project

Executive Manager, Chief Planner, Transportation Supervisor and Admin Officer will convene to develop bus procurement projects.

GRTA Maintenance facility

GRTA was informed by Department of Land Management that a parcel of Government of Guam property is available for GRTA to use for its Maintenance facility. It is the lot adjacent to DPW heavy and light equipment maintenance facility. GRTA is currently working closely with the department in surveying and parceling of the property. An official map of the property is needed in order for the lot to be transferred to GRTA.

FTA Regional Office

Drafting an initial environmental assessment of the property for GRTA to be excluded for the NEPA requirements.

X. New Business

A. Focus Group recruitment – For appointment scheduling

Seven (7) members volunteered for this focus group.

1. Marlon Molinos - Chairperson
2. Lisa Ogo – Vice Chairperson
3. Lynn Tydingco
4. Lou Mesa



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5. Thomas Manglona
6. Rodney Calimlim
7. Virginia Mendiola

B. Cost-cutting measures

1. Delay the ground maintenance contract – Rally, Mark and EM R. Agustin to perform ground maintenance as needed.
2. Hold off on hiring agency personnel.
3. Tweaking the bus schedule start and end.
4. Use NAF to supplement bus operations and buy office supplies.
5. 32 Hour workweek – wait on Governor's notice.

XI. Public Comment

1. Ginger Porter – continued issues with the KEI phone system. What is the remedy? Brad Kloppenburg stated:
 - Providers have been able to change out some hardware to remedy the drop calls issue.
 - Wait time is still an issue. Volume of incoming calls are enormous. 700 calls come through in one day. Talk time upwards of 12 hours altogether. Talk time to be limited to 2 to 3 minutes a call.

XII. Executive Session

Staff issues/challenges
GRTA Chairwoman called recess at 4:00pm.

XIII. Adjournment

GRTA Board Chairwoman reconvened the meeting at 5:08pm. GRTA Board of Director Andrew Tydingco moved to adjourn the meeting at 5:08pm. Seconded and carried.

Respectfully submitted,

Penni Gates

GRTA Board Secretary



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February 2018 On-Time Performance Summary

	Day	No. of PICK-UP On-Time	Percentage	No. of DROP-OFF On-Time	Percentage	Total No. of Rides Serviced
1	1	92	57%	124	77%	162
2	2	70	0%	118	88%	134
3	3	57	72%	69	87%	79
4	5	90	70%	106	82%	129
5	6	92	70%	0	88%	131
6	7	91	57%	105	66%	159
7	8	85	56%	130	85%	153
8	9	94	0%	116	85%	136
9	10	72	71%	82	80%	102
10	12	87	68%	102	80%	128
11	13	88	55%	126	78%	161
12	14	82	51%	132	83%	160
13	15	97	66%	118	81%	146
14	16	80	56%	101	71%	142
15	17	54	59%	74	81%	91
16	19	78	57%	97	70%	138
17	20	85	57%	120	80%	150
18	21	98	67%	119	81%	147
19	22	98	69%	121	85%	143
20	23	90	61%	115	78%	147
21	24	64	61%	85	81%	105
22	26	70	45%	126	81%	155
23	27	95	64%	120	81%	149
24	28	91	61%	121	81%	149
Sub-Total	28	2000	1349%	2527	1930%	3296
Average Grand Total	28 Days	71.42857143 On-Time PICK UPS	48% On-Time PICK UPS	90.25 On-Time DROP OFFs	69% On-Time DROP OFFs	117.7142857 No. of rides average per day

RIDE DENIAL

FY 2018

MONTH	YEAR	DENIED #	TOTAL RIDERS	%
October	2017	103	4715	2.18%
November	2017	62	3871	1.60%
December	2017	64	4057	1.58%
January	2018	80	4013	1.99%
February	2018	107	3954	2.71%
March	2018	84	4369	1.92%
April	2018			
May	2018			
June	2018			
July	2018			
August	2018			
September	2018			

FY 2017

MONTH	YEAR	DENIED #	TOTAL RIDERS	%
October	2017	42	3992	1.05%
November	2017	30	3809	0.79%
December	2017	29	4098	0.71%
January	2018	11	4010	0.27%
February	2018	5	4517	0.11%
March	2018	36	5134	0.70%
April	2018	47	4784	0.98%
May	2018	14	5343	0.26%
June	2018	7	5194	0.13%
July	2018	8	4867	0.16%
August	2018	26	5263	0.49%
September	2018	60	4887	1.23%

RIDERSHIP REPORT

March 2018

Fixed Route	11,485
Paratransit	4,369
Total Ridership	15,854
Total Bus Operations Hours	
Total Bus Operations Cost	
Total # of Days Operation	24
Active Paratransit Riders	433
Paratransit Applicants	12

*Pending validation and final from Kei

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(98 Dialysis patients, 73 Unconditional,
360 Conditional)

February 2018

Fixed Route	10,726
Paratransit	3,954
Total Ridership	14,680
Total Bus Operations Hours	
Total Bus Operations Cost	
Total # of Days Operation	25
Active Paratransit Riders	451
Paratransit Applicants	6

January 2018

Fixed Route	10,015
Paratransit	4,013
Total Ridership	14,028
Total Bus Operations Hours	4,154
Total Bus Operations Cost	\$ 242,519.69
Total # of Days Operation	25
Active Paratransit Riders	467
Paratransit Applicants	10

(99 Dialysis patients, 70 Unconditional,
397 Conditional)



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SIGN IN SHEET
GRTA Board of Directors Regular Board Meeting
Tuesday April 17, 2018 3:00pm
GRTA OFFICE (DPW Compound)

BOARD OF DIRECTORS		
Name	Sign In	Email Address / Phone Number
Louise C. Rivera Chairwoman		weezierivera@hotmail.com
Gerard A. Cruz Vice Chairman.	Absent	gerard.cruz71@gmail.com
Frank A. Benavente Board Member		frankabenavente17@gmail.com
Andrew S. Tydingco Board Member		pokilabot@gmail.com
David Arentz Board Member		rentadavid@yahoo.com
Vacant Board Member		
Vacant Board Member		
GRTA STAFF		
Name	Sign In	Email Address / Phone Number
Rick Agustin Executive Manager		rick.agustin@grta.guam.gov 475-4616
Myra Soriano Administrative Officer		myra.soriano@grta.guam.gov 300-0703
Rally Pilipina Chief Planner		rally.pilipina@grta.guam.gov 300-7261
Penni Gates Board Secretary		penelope.gates@grta.guam.gov 475-4616
Michelle Marquez Planning Technician I	On Leave	michelle.marquez@grta.guam.gov 475-4603
Brenda Ann Atalig Planner II		brenda.atalig@grta.guam.gov 300-7262
Jennifer Badar Customer Service Representative		iennifer.badar@grta.guam.gov 475-4686
Mark Crisostomo Transportation Supervisor		mark.crisostomo@grta.guam.gov 688-7105
Pilar C. Carbullido Program Coordinator IV		pilar.carbullido@grta.guam.gov 475-4620
Jacqueline Taitano Program Coordinator II		jacqueline.taitano@grta.guam.gov 300-7255



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PUBLIC			
Name	Sign	Phone No.	Topic of Discussion
Marlon Molinos	marlon molinos	466-4662	Focus Group
Lisa Ogo		724-3465	Focus group
Lyn Tydingco	-	488-1430	Focus group (No Comment)
Brad Kloppenburg	BK	649-1941	KEI
Erica Forst	EF	649-1940	
Lou Mesa	LM	482-1987	Focus grp
Gregor Porter	gp	572-6150	

FY18 BUS MONTHLY OPERATION EXPENSES		COST	FUEL EXPENSES	TOTAL MONTHLY COST (Bus Svcs + Fuel)	BREAKDOWN:			BUS FARES COLLECTION:		
					GRTA EQUIPMENT	CONTRACTOR EQUIP	TOTAL	KEI	TOG & Others	Grand Total
October	15 hrs/day, 6 (Fixed), 6 (Para)	272,412.25	12,554.43	284,966.68	100,034.32	172,377.93	272,412.25	8,310.50	390.20	8,700.70
November	15 hrs/day, 6 (Fixed), 6 (Para)	192,574.69	7,673.61	200,248.30	68,013.69	124,561.00	192,574.69	3,788.60	463.75	4,252.35
December	15 hrs/day, 6 (Fixed), 6 (Para)	223,322.26	12,946.54	236,268.80	104,400.58	118,921.68	223,322.26	5,011.74	556.25	5,567.99
January	15 hrs/day, 6 (Fixed), 6 (Para)	242,519.69	19,238.95	261,758.64	144,284.23	98,235.46	242,519.69	6,097.77	191.00	6,288.77
February	15 hrs/day, 6 (Fixed), 6 (Para)	226,249.14	21,376.85	247,625.99	148,308.92	77,940.22	226,249.14	5,993.64	344.10	6,337.74
March	Bus Expenditure Information for March not complete yet									
April										
May										
June										
July										
August										
September										
CURRENT TOTAL:		1,157,078.03								
PLUS: FUEL COST		73,790.38								
(OCT - FEB COST) SUB-TOTAL:		1,230,868.41								
PROJECTED COST FOR BUS OP, MARCH - SEPTEMBER:		1,890,000.00								
PROJECTED COST FOR FUEL, MARCH - SEPTEMBER:		210,000.00								
TOTAL PROJ. BUS OPERATION COST, FY18		\$ 3,330,868.41	\$ 73,790.38	\$ 1,230,868.41	\$ 565,041.74	\$ 592,036.29	\$ 1,157,078.03	29,202.25	2,245.30	31,447.55

BREAKDOWN OF HOURLY RATE:
GOVERNMENT OWNED VEHICLE:
 (EXCLUDING FUEL/MAINTENANCE)
 FIXED ROUTE: \$50.93
 PARATRANSIT: \$51.42

CONTRACTOR'S OWNED VEHICLE:
 (INCLUSIVE OF FUEL/MAINTENANCE)
 \$ 73.33
 \$ 73.74

PROJECTED MONTHLY BUS OPERATION COST:
 PROJECTED MONTHLY OP COST = \$270,000 (Average)
 PROJECTED MONTHLY FUEL COST = \$ 30,000
 PROJECTED MONTHLY TOTAL COST = \$300,000
 (if full blast operation)

GUAM REGIONAL TRANSIT AUTHORITY

CURRENT AVAIL. FEDERAL FUNDS: AS OF 04/17/18

Description	Grant Award No.	AS400 A/C No. & Object Class	Balance	230: Funding for Bus Op.	Expiration Date
FY16 FTA Continuing Grant	Orig. Approp. \$1,136,189	5101E169977PT101-230 111/113/220/240/250	2,446	36	11/30/2018
FY17 FTA Continuing Grant	Orig. Approp. \$1,615,066	5101E179977PT101-230 111/113/220/240/250	55,204	36,401	9/30/2019
FY17 FTA Continuing Grant	Orig. Approp. \$1,417,486	5101H179977PT102-230 Supplemental for TMS - OCOC - 250 111/113	104,247 37,502 141,749	775,737	9/30/2020
Grand Total Current Balance:			199,399	812,174	

SPECIAL FEDERAL GRANTS:

FOR IFB - PROCUREMENT OF BUSES:		Orig. Approp. :	Current Balance:		
From FY17 FTA Continuing Grant (Additional)	GU-2017-001-00	5101E179977PT101-450 \$583,562	583,562		9/30/2019
From FY17 FTA Continuing Grant (Additional)	GU-2017-002-00	5101H179977PT102-450 \$500,000	500,000		9/30/2019
TOTAL: \$1,083,562 For Bus Proc.			1,083,562		

Partial Design GRTA Maint. Facility	GU-04-0003-00	5101H139977PA104-230	237,500		9/30/2018
Dolphin Grantee, Public Assistance Grant	PA09GU4224PW00013	5101H169977TD411290	18,790		

One-Call/One-Click Federal Grant	GU-04-0004-00	5101H129977PT106:			9/30/2018
		Funding for Construction of DISID Bldg.	1,000,000		
		5101H129977PT105: (Orig. Approp. - \$305,000) Funding for proposed GRTA's One-Call/One-Click Center and Software	127,817	142k used to fund TMS	
Total Current Balance:			1,127,817		