



## ACTIVITIES OF THE EXECUTIVE COMMITTEE FOR CY 2017

### **1<sup>st</sup> Regular Board Executive Committee Meeting 17 January 2017.**

#### ITEMS DISCUSSED:

- Approval of the Minutes of the 3<sup>rd</sup> Executive Committee Meeting.
- Financial Report for the year ended 31 December 2016.
- Operations Report for the month of December 2016
- Marketing Report
  - CRK Airport Fees and Charges (Existing)
  - General Policies on Concession Spaces at Passenger Terminal Building (PTB).
  - CIAC Leasing Policy and Procedure.
  - CIAC Standard Term Sheet.
  - CRK Rental and Lease Rate.
  - Marketing Process – 01 LOI to Term Sheet.
  - Marketing Process – 02 Term Sheet
  - Marketing Process – 03 Sub-Lease Agreement
- Approval of the Termination of the Bidding Process for the Project "Supply and Delivery of 270 Four-Seater Gang Chairs for the Clark International Airport Corporation."
- Approval of the Supplemental Budget for the project "Supply and Delivery of 270 Four-Seater Gang Chairs for the Clark International Airport Corporation."

### **2<sup>nd</sup> Regular Board Executive Committee Meeting 16 February 2017**

#### ITEMS DISCUSSED:

- Approval of the minutes of the 1<sup>st</sup> Executive Committee meeting
- Financial Report for the month of January 2017.
- Operations Report for the month of January 2017.
- Extension of the Consultancy Contracts of Mr. Consumido and Engr. Rosales.
- Request of Berthaphil for the Execution of the Extension of its Sampo Contract for Another Twenty (20) years.
- Supplemental Budget for the Payment of the Services of the External Counsel.
- Policy on the Grant of Financial Assistance to Informal Settlers Occupying Land within the Clark Civil Aviation Complex.
- Approval of the Proposed Terms and Conditions for Lease Agreements, Sub-Lease Agreements, Concession Contracts, Memoranda of Agreement and Deed of Assignments.
- Reconstitution of Infrastructure, Operations, Land Preservation, Safety and Security Committee.

### **3<sup>rd</sup> Regular Board Executive Committee Meeting 17 April 2017**





**ITEMS DISCUSSED:**

- Approval of the Minutes of the 2<sup>nd</sup> Executive Committee meeting
- Financial Report for the month of March 2017.
- Treatment of Retirement of Fully Depreciated Assets.
- Comparative Analysis of the Methods of Implementing Grounds Maintenance Services Requirement.
- Operations Report for the month of March 2017.
- Break-even and Critical Analysis
- Employee Retirement and Separation Process.
- Outsourcing of Services.
- Removal of Rubber Deposit at Runway 02R/20L and Re-painting of Affected Pavement Markings.
- Maintenance of 496 Hectares Sodded Airport Grounds (re-bid).
- Supply and Delivery of Two Hundred Seventy (270) Four-seater Gang Chair for Clark International Airport.
- Ratification of the Approval of Referendum of the Authority of CIAC President and CEO to Enter into a Memorandum of Agreement with BCDA and AFP.
- Submission of the Remaining Documents for PBB 2016 and Approval of the CY 2016 Interim Performance Based Bonus.
- Fixed-base Operator (FBO) Project.
- Approval of Proposed Terms and Conditions for Lease Agreements and Sub-Lease Agreements (new, renewal, amendment and supplemental) and Accreditation Agreements.
- Request for Approval of Supplemental Budget for the Procurement of Additional Three (3) Ramp Buses.

**4<sup>th</sup> Regular Board Executive Committee Meeting  
16 May 2017**

**ITEMS DISCUSSED:**

- Approval of the minutes of the 3<sup>rd</sup> Executive Committee Meeting.
- Financial Report for the month of April 2017.
- Operations Report for the month of April 2017.
- Ratification of the Approval by Referendum of the Award of the Project "Improvement of Corporate Office Building" to E.M. Cuerpo, Inc.
- Ratification of the Approval by Referendum of the Award of the Project "Supply and Delivery of Ten (10) Units Mobile Lighting Tower with Generator Sets" to Multico Prime Power, Inc.
- Ratification of the Approval of Referendum of the Award of the Project "Upgrading of Landside Facilities at the Clark Civil Aviation Complex" to E.M. Cuerpo, Inc.
- Ratification of the Approval of the Project "Supply and Delivery of Spare Parts for Airfield Ground Lightning System" to Evercon Builders and Equipment Corporation.
- Fixed-based Operator (FFBO) Project.
- Approval of Proposed Terms and Conditions for Lease Agreements and Sub-Lease Agreements (new, renewal, amendment and supplemental) and Accreditation Agreements.





- Requests for Approval of Supplemental Budget for the Procurement of Additional Three (3) Ramp Buses.

### **5<sup>th</sup> Regular Executive Committee Meeting** **20 June 2017**

#### ITEMS DISCUSSED

- Approval of the minutes of the 4<sup>th</sup> Executive Committee Meeting
- Operations Report for May 2017.
- Updates on the ASEAN-related Projects.
- Financial Report for May 2017.
- Appointment of Vice-President for Commercial and Business Development Group.
- Appointment of Vice-President for Airport Operations and Management Group.
- Ratification of the Approval by Referendum of the Executive Committee on the Declaration of Failure of Bidding on the Project: "Supply and Delivery of Four (4) Units Motorized Passenger Stairs for CIAC (Re-bid) and Approval to Proceed with the Negotiated Procurement of the said Project.
- Ratification of the Approval by Referendum of the CIAC Board of Directors on the Cancellation of the Bidding Process for the Project "Consultancy Services for the Detailed Engineering Design (DED) and Construction Management Services (CMS) for the Horizontal Infrastructure Projects of the Clark International Airport (CRK).
- Award of the Project: "Supply, Installation, Testing and Commissioning of Integrated Bird Deterrent and Monitoring System (IBDMS) (Re-bid)" to Maximum Solutions Corporation.
- Reconstitution of the Bids and Award Committee.
- Commission on Audit (COA) Annual Audit Report on CIAC for the Year-ended 31 December 2016.
- Approval of Renewal of Lease Agreements and New Aeronautical Fees and other Charges Agreements.
- Approval of Procurement of Additional Outsourced Security Personnel and Acquisition of Equipment including the required Supplemental Budget and its inclusion in the Annual Procurement Plan (APP).

### **6<sup>th</sup> Regular Executive Committee Meeting** **18 October 2017**

#### ITEMS DISCUSSED:

- Approval of the Minutes of the 5<sup>th</sup> Executive Committee meeting.
- Operations Report for the Month of September 2017.
- Financial Report for the Month of September 2017.
- Appointment of Vice-President for Commercial and Business Development Group (VP-CBDG)
- Appointment of Vice-President for Commercial and Business Development Group (VP-CBDG) as the Vice-Chairman of the Bids and Award Committee of CIAC.





- Approval of Airport-related Lease Agreements and Sub-Lease Agreements (as reviewed and endorsed by the Business Development Committee of CIAC Board of Directors.

**7<sup>th</sup> Regular Board Executive Committee Meeting**  
**16 November 2017**

ITEMS DISCUSSED:

- Approval of the minutes of the 6<sup>th</sup> Executive Committee Meeting.
- Operations Report for October 2017.
- Financial Report for October 201.
- Approval of proposed terms and conditions for Lease Agreements (New and Renewal), Sub-Lease Agreements (New and Renewal) and Amendment of Lease Agreement and Memorandum of Agreement.
- Approval of proposed terms and conditions for new Lease Agreements for Genesis Transport Service, Inc. and Gold Moon World's People, Inc.

**8<sup>th</sup> Regular Board Executive Committee Meeting**  
**14 December 2017**

ITEMS DISCUSSED:

- Approval of the Minutes of the 7<sup>th</sup> Executive Committee Meeting.
- Operations Report for the Month of November 2017.
- Financial Report for the Month of November 2017.
- Approval of the CIAC Corporate Budget for CY 2018 as approved by BCDA).
- Approval of CIAC Management's Recommendation on the Implementation of Executive Order No. 36, including the Related Budgetary Requirements.
- Approval of the Annual Procurement Plan for CY 2018.
- Approval of Proposed Terms and Conditions for Lease Agreements and Memorandum of Agreement.

Prepared by:

  
**MARIA ELIZABETH G. GUERRERO**  
Custodian/Records Officer

Noted by:

  
**ATTY. MISHEENA JOYCE TIATCO-DONINA**  
Manager, Office of the Corporate Secretary