



**VIRGIN ISLANDS PORT AUTHORITY
GOVERNING BOARD MEETING ACTIONS LIST
March 19, 2014 Board Meeting
Chaired by Robert O'Connor Jr., Board Chairman
St. Croix, U.S. Virgin Islands**

Board Members

1. Robert O'Connor Jr., St. John Representative - *Chairman*
2. Darryl Smalls, P.E., Public Works Commissioner - *Vice Chairman*
3. Albert Bryan Jr., Labor Commissioner/EDA Chairman - *Secretary*
4. Vincent Frazer, Esq., Attorney General
5. Beverly Nicholson-Doty, Tourism Commissioner
6. Manuel Gutierrez, St. Croix Representative
7. Allison Petrus, St. Thomas Representative
8. Dr. Yvonne Thraen, St. Thomas Representative (absent)

Board Staff

1. Tonya Pickering, Internal Auditor

VIPA Staff Present

1. Carlton Dowe, Executive Director
2. David W. Mapp, Assistant Executive Director
3. Valdamier Collens, Chief Financial Officer
4. Dale A. Gregory, Director of Engineering
5. Denise M. Mills, Director of Property Management
6. Milton Potter, Director of Human Resources
7. Nycole Thompson, Esq., Senior Staff Attorney
8. Kelvin Industrious, Marine Manager – STT/STJ
9. John Payne, Marine Manager – STX
10. Jose Nazario, Airport Manager – CEKA
11. Vickeé Armstrong, Crown Bay District General Manager
12. Julice Harley, Executive Assistant to the Executive Director

FINANCE COMMITTEE

Alpha Risk Management, Inc.

Approved an amendment to the existing contract with Alpha Risk Management, Inc. to enhance the scope of services to include additional fees of \$53,500 that provides for Phase I and Phase II relative to publicizing and managing the RFP.

Seaborne Airlines

Approved staff's recommendation to add two additional payments to the outstanding balance.

Resolution 002-14

Accepted Resolution 002-14 with an amendment exempting passengers/vessels within the U.S. Virgin Islands from both the 'Ship Dues' and 'Special Commodity Passenger Rates' fees.

PROPERTY COMMITTEE

Duty Free St. Thomas – CEKA

Approved a non-exclusive five-year extension. The Executive Director is authorized to negotiate adequate terms for the extension, to protect VIPA's best interest.

PROJECTS & OPERATIONS COMMITTEE

CEKA Baggage Claim Renovations (1)

Approved Change Order with Custom Builders in the amount of \$23,056 for the removal of the remainder of the old San Juan baggage belt at CEKA.

CEKA Baggage Claim Renovations (2)

Approved Change Order with Custom Builders in the amount of \$347,100 for the construction of the baggage cage to meet TSA requirements at CEKA.

Taxiway A-East Rehabilitation & Re-lighting	Approved Change Order with Betterroads Asphalt Corp. in the amount of \$43,655 for the installation of a new lighting circuit at the west end of the taxiway at CEKA.
CEKA Terminal Roof Repairs	Approved Change Order with J. Benton Construction, LLC in the amount of \$47,256.51 for the removal and replacement of the existing membrane roof at CEKA.
HERA TSA Parking Lot Rehabilitation	Approved proposal from Virgin Islands Paving, Inc. in the amount of \$32,475 for the rehabilitation of the TSA parking lot at HERA.
HERA Public Parking Lot Expansion	Approved Change Order No. 2 with Virgin Islands Paving, Inc. in the amount of \$53,058 for construction of the HERA public parking lot expansion.
HERA Airport Layout Plan Update	Approved Task Order No. 26 with Ricondo & Associates in the amount of \$8,494 for preparation and submittal of an updated Airport Layout Plan (ALP) at HERA
HERA Apron Rehabilitation	Approved Task Order No. 25 with Ricondo & Associates in the amount of \$625,540 for participation in bid and construction phase services for Phase II of the Apron Rehab. Project at HERA.
HERA Airfield Security Improvements	Approved Task Order No. 24 with Ricondo & Associates in the amount of \$98,776 for participation in bid and construction phase services for the security improvements associated with the Fairplains Gut at the Henry E. Rohlsen Airport.
Container Port Lighting – Task Order No. 5 Amendment A	Approved Task Order No. 5 Amendment A with CDR Maguire, Inc. in the amount of \$159,836 for producing construction documents and to provide construction administration for the high mast lighting replacement at the Wilfred “Bomba” Allick Port Facility.

PERSONNEL COMMITTEE

Awarded \$89,500 contract to Fox Lawson & Associates for consulting services to conduct a comprehensive classification & compensation study for VIPA.

MARKETING COMMITTEE

No actions taken.

EXECUTIVE SESSION

VI Housing Finance Authority

Approved increasing the amount associated with the acquisition of land from VIHFA from \$500K to \$750K.

MSI Building Supplies

Legal directed to research and present the pros and cons of fully executing the default judgment.