



VIRGIN ISLANDS PORT AUTHORITY GOVERNING BOARD MEETING ACTIONS LIST

November 19, 2014 Board Meeting
Chaired by Robert O'Connor Jr., Board Chairman
St. Thomas, US Virgin Islands

Board Members

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

Board Staff

1. Tonya Pickering, Internal Auditor

VIPA Staff Present

1. Carlton Dowe, Executive Director
2. David W. Mapp, Asst. 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. Don C. Mills, Esq., Legal Counsel
8. Nycole Thompson, Esq., Senior Staff Attorney
9. Kelvin Industrious, STT/STJ Marine Manager
10. Ava Penn, Acting Crown Bay District Manager
11. Julice Harley, Executive Assistant to the Exec. Director
12. Monifa A. Marrero, Public Information Officer

FINANCE COMMITTEE

Supreme Liquors Write Off

Approved write-off and transfer of \$65,163.07 in debt owed to VIPA to a collections agency.

PROPERTY COMMITTEE

Duty Free St. Thomas, LLC

Disapproved request to continue their exclusive rights during the option period of the tenant's lease agreement.

FS Islander Holdings, LLC dba US Virgin Islands Sotheby's

Approved 3-year lease with 3-year option to rent a counter and office space at the Cyril E. King Airport Mainland Baggage Claim area at a rate of \$8,375.04 per year.

New Ashley's Restaurant & former Ashley's Mobile

Approved request to lease restaurant space and parking space at the outside of the CEKA Terminal for five years with rent of \$28,720 per year to begin on Feb. 1, 2015 with an increase in rent at third anniversary for both spaces to total \$28,270.

Bldg. No 10 Subbase Rent Abatement

Approved one-month rent abatement for 13 tenants located in Bldg. 10 Subbase to compensate tenant for damages incurred during heavy rains – providing the tenants are in good standing with their lease requirements.

Top Sails, Inc.

Approved request to lease space at Parcel D, Altona (Frenchtown) for five years plus a five-year option period for \$57,691 per year with a CPI increase on the third anniversary of the lease to occupy, renovate, maintain and sublet the property. Top Sails will acquire three existing sub-lessees with the property and has agreed to charge the existing rent for the next three years.

Bohlke International Airways, Inc.

Approved the sublet of hangar space currently leased to Hummingbird Air. The Board disapproved the reduction of current rent and disapproved waiver of associated sublet fees.

Request to Rescind Lease Agreement – Trudy Jacobs

Rescinded Board's Sep. 2014 decision to lease space to Trudy Jacobs dba Exquisite Hair Designs at Crown Bay Center.

PROJECTS & OPERATIONS COMMITTEE

Change Order – Island Roads (CEKA Perimeter Fencing)

Approved \$39,464.28 Change Order to CEKA Perimeter Fencing Project to install new security gates and a water line for a future fire system at the CEKA Cargo Building. Funded via an FAA AIP grant.

Change Order – Custom Builders (CEKA Baggage Claim Area Renovation Project - Flooring)

Approved \$58,956 Change Order to CEKA Baggage Claim Area Renovation Project to address unforeseen repairs that were needed to provide level flooring to place the terrazzo tiles.

Change Order – Custom Builders (CEKA Baggage Claim Area Renovation Project – Misc. Items)

Final Change Order, not to exceed \$25,000, to address unforeseen miscellaneous items that occurred during the renovation of the area such as molded sheet rock, sprinkler system modifications, chill water lines, electrical work & additional outlets and preparation for the future public address system among other items requested by the Port Authority to complete the project.

Environmental Assessment at CEKA

Awarded contract to URS, LLP to provide technical services to perform an environmental assessment of the drainage channel (considered wetlands) near the UVI field at CEKA. Assessment required as a pre requisite before constructing bridges to cross the channel to expand the north general aviation ramp westward. This \$155,454 contract is 90% funded by an FAA grant (VIPA match of \$15,545.40 funded by its contingency fund in the FY 2015 budget.)

**HERA Airfield Security Improvement Project –
Fairplains Gut**

Awarded contract to VI Paving in the amount of \$284,204.25 to construct a modified perimeter fence at Fairplains Gut at HERA. Funded via an AIP grant from the FAA (90% FAA, 10% VIPA).

**Crown Bay Marina Dredging / Environmental
Monitoring**

Awarded contract in the amount of \$220,889 to CDR Maguire to perform technical services in the performance of the environmental monitoring required as condition of Army Corp of Engineers permit issued to dredge the marina.

EXECUTIVE SESSION

1. Approved the issuance of a contract to Veriown Energy, Inc. to construct a 1.62 megawatt photovoltaic system at the Henry E. Rohlsen Airport on St. Croix. This project will save about \$6.2 million over the life of the 20-year contract.
2. VIPA Legal Counsel Don Mills, Esq. will be working remotely with the Authority through the end of the year.
3. Authorized the executive director to have discussions and begin negotiations with the VI Water and Power Authority and the Dept. of Planning and Natural Resources to construct two office buildings for each agency in Subbase.
4. Authorized the executive director to have discussions with Robert Apfel to restore an old Navy building in Subbase to operate a small rum brewery and museum.