



Virgin Islands Port Authority Governing Board Meeting Actions List

April 22, 2015 Board Meeting

VIPA Administrative Building Conference Room

St. Thomas, U.S. Virgin Islands

Chaired by Beverly Nicholson-Doty, Vice Chair

Board Members

1. Roberto Cintron, P.E. – **Chairman** (absent)
2. Beverly Nicholson-Doty, Tourism Commissioner –**Vice Chair**
3. Allison Petrus, St. Thomas Representative - **Secretary**
4. Terri Griffiths, Esq., Attorney General Designee
5. Gustav James, Public Works Commissioner Designee
6. Jose A. Penn, Acting EDA Board Chairman (absent)
7. Manuel Gutierrez Jr., St. Croix Representative
8. Dr. Yvonne Thraen, St. Thomas Representative
9. (vacant), St. John Representative

Board Staff

1. Tonya Pickering, Internal Auditor

VIPA Staff Present

- Carlton Dowe, Executive Director
- David W. Mapp, Assistant Executive Director
- Dayna Clendenin, Director of Human Resources
- Donna Frett-Gregory, Chief Financial Officer
- Dale A. Gregory, Director of Engineering
- Denise M. Mills, CPM, Director of Property Management
- Monifa Brathwaite, Public Information Officer
- Julice Harley, Chief of Staff
- Kelvin Industrious, Marine Manager STT/STJ
- Don C. Mills, Esq., Legal Counsel
- M. Anna Penn, Accounting Manager
- Ava Penn, Acting Crown Bay District General Manager
- Nycole Thompson, Esq., Senior Staff Attorney

FINANCE COMMITTEE

No actions taken.

PROPERTY COMMITTEE

**Milford Thibou Jr. dba Jr.'s Cakes and Bakes –
Red Hook**

Approved request to transfer the October 21, 2014 sole proprietorship from Milford A. Thibou dba Jr.'s Cakes and Bakes to Jr.'s Cakes and Bakes, LLC.

**Robert A. Lynch Trucking, Inc. dba Bob Lynch
Trucking**

Approved request to renew lease at HERA Cargo Building for a five-year term with a two-year option to renew, and also approved an escalated rent.

**Kishore and Renu Bharwani dba Sun n Sand
Beachwear – Crown Bay Center**

Approved release from Lease Agreement at A-09 Crown Bay Center.

PROJECTS COMMITTEE

New Pilot Boat for St. Croix Marine Division

Approved purchase of new pilot boat from Response Marine, Inc. in the amount of Two Hundred Thirty Seven Thousand One Hundred Thirty Six Dollars (\$237,136).

Gordon A. Finch Molasses Pier Cargo Dock Terminal – Engineering Services

Approved award of contract to Atkins (formerly PBS&J) in the amount of \$163,548 plus a 10 percent contingency - up to \$179,900. Atkins will complete engineering services started by their company to acquire permits needed to construct the Gordon A. Finch Molasses Pier Cargo Dock Terminal.

This will be funded from the VIPA FY 2015 budget via projects not yet started or projects with left-over funds. The work is to be completed by June 6 so that VIPA can apply for the federal TIGER Grants to fund the construction phase of this project.

EXECUTIVE SESSION

- Approved rescinding a Request for Proposal for the photovoltaic project at the Henry E. Rohlsen Airport due to changes in the technology and the passage of time. The Authority will release a new RFP.
- Approved the retention of the services of Ms. Ava Penn, who is currently acting Crown Bay District General Manager, for the position of Crown Bay District General Manager.