



# Virgin Islands Port Authority Governing Board Meeting Actions List

September 16, 2015 Board Meeting

HERA Terminal Conference Room

St. Croix, U.S. Virgin Islands

Chaired by Roberto Cintron, P.E., Chairman

## Board Members

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

## Board Staff

1. Tonya Pickering, Internal Auditor

## VIPA Staff Present

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

## FINANCE COMMITTEE

No actions taken.

## PROPERTY COMMITTEE

### Standard Aviation, LLC – CEKA

Approved the addition of a 10-year option period to the tenant's lease.

### Centerline Car Rentals, Inc. – HERA

Approved option period of 5 years with a rise in CPI or 5% - whichever is greater and 7% of gross sales.

### Iris Martinez dba Yoisma Design Crown Bay Center

Approved renewal of lease for a retail kiosk at Crown Bay Center to sell souvenirs at an annual rent of \$15,120 beginning Oct. 1 with an option to renew for one year. Tenant required to report gross monthly sales and maintain 3 months security rent throughout lease term.

### Alfonsina Watson dba LaRosa Swimwear Crown Bay Center

Approved renewal of lease for a retail kiosk at Crown Bay Center to sell souvenirs at an annual rent of \$15,120 beginning Oct. 1 with an option to renew for one year. Tenant required to report gross monthly sales and maintain 3 months security rent throughout lease term.

**Justina Scott dba Tina's Treasures  
Crown Bay Center**

Approved renewal of lease for a retail kiosk at Crown Bay Center to sell souvenirs at an annual rent of \$15,120 beginning Oct. 1 with an option to renew for one year. Tenant required to report gross monthly sales and maintain 3 months security rent throughout lease term.

**Clifford and Cynthia Knight dba Get Right Tees  
Crown Bay Center**

Approved renewal of lease for a retail kiosk at Crown Bay Center to sell souvenirs at an annual rent of \$15,120 beginning Oct. 1 with an option to renew for one year. Tenant required to report gross monthly sales and maintain 3 months security rent throughout lease term.

**RFP Issuance – Development of Office Complex  
in Crown Bay, St. Thomas**

Approved issuance of Request for Proposals from developers to construct an office complex consisting of office and commercial space not to exceed 130,000s/f on VIPA-owned property in Crown Bay.

**PROJECTS & OPERATIONS COMMITTEE**

**Crown Bay Center Asphalt Parking Lot Repairs**

Awarded contract to Precise Builders in the amount of \$116,519 to resurface the asphalt parking lot, add speed bumps and paint the parking lot at CBC. Funded via VIPA Bond Funds.

**Crown Bay Sandfill Administrative Building**

Awarded contract to Advance Modular Structures, Inc. in the amount of \$310,935 plus \$15,000 shipping cost to fabricate and install a modular office building at the Crown Bay Sandfill. Paid by VIPA, funded in FY15 and FY16 budgets.

**Theovald Moorehead Marine Facility at Enighed  
Pond Paved Parking Lot**

Awarded contract to The deJongh Group in the amount of \$70,260 for engineering services to design a paved parking lot at the T. Moorehead Facility at Enighed Pond. The project funded by bonds. Anticipated new revenues of \$525,000 per year once parking lot completed. Funded via VIPA Bonds.

**HERA Aircraft Rescue Firefighting Station – Bid  
Award**

Awarded contract to AT Construction Solutions, LLC in the amount of \$7,182,801 to construct a new 12,000 square feet firefighting facility at HERA.

**HERA Aircraft Rescue Fire Fighting Station**

Approved Task Order No. 4 to VIPA's HERA aviation engineering consultant American Infrastructure Development, Inc. for construction administrative services. Project amount is \$407,886 - funded via AIP Grant with VIPA budgeted share of \$69,340.62

**EXECUTIVE SESSION**

1. Approved VIPA FY 2016 Budget