



Virgin Islands Port Authority

Governing Board Meeting Actions List

December 21, 2016

Chaired by Roberto Cintron, P.E. – Board Chairman

St. Croix, US Virgin Islands

Board Members

1. Roberto Cintron, P.E., St. Croix Private Citizen - **Board Chairman**
2. Laurel Hewitt-Sewer, St. John Private Citizen – **Vice Chair**
3. José A. Penn, EDA Chairman – **Secretary**
4. Claude E. Walker, Esq., Attorney General
5. Beverly Nicholson-Doty, Tourism Commissioner
6. Gustav James, Public Works Commissioner
7. Dr. Yvonne Thraen, St. Thomas Private Citizen
8. St. Croix Private Citizen (*Vacant*)
9. St. Thomas Private Citizen (*Vacant*)

Board Staff

1. Tonya Pickering, Internal Auditor

VIPA Staff Present

1. David W. Mapp, Acting Executive Director
2. Donna Frett-Gregory, Chief Financial Officer
3. Dale A. Gregory, Director of Engineering
4. Denise M. Mills, Director of Property Management
5. Dayna Clendinen, Director of Human Resources
6. Nycole Thompson, Esq., Legal Counsel
7. Ava Penn, Crown Bay District Manager
8. Monifa Marrero Brathwaite, Public Information Officer
9. Julice Harley, Chief of Staff

POLL VOTE RATIFICATION

Padmount Switchgear

Ratified poll vote to purchase padmount switchgear from PECO International for \$78,459. Funded via VIPA capital projects budget via transfers from:

- Aviation Contingency \$44,000
- CEKA Entrance Sign \$15,000
- CEKA Curbside Fascia \$20,000
- Ceiling Tile Replacement \$15,000

FINANCE COMMITTEE

Crowley, LLC

Approved request to settle Crowley's past due finance fees in the amount of \$15,000.

PROPERTY COMMITTEE

V&G Originals

- Denied lease extension, and approved a new lease for one year, nine months with one two-year option at a base rate of \$41.67 per s/f plus CAM charges for space at Building E-04.
- Approved payment plan for arrearages.

Millennium Racing, Inc. – Lease Assignment

Approved assignment of lease from Millennium Racing Inc. and Costa Java, LLC to Southland Gaming of the VI, Inc. for the remainder of its existing leases which end Sep. 30, 2028.

**PC Puerto Rico, LLC dba USVI Fuel Services
(formerly known as Chevron Puerto Rico,
LLC/Texaco)**

- Approved lease for space at Parcels No. 192 and 193, Crown Bay Landfill (Homeport) to maintain & operate a fuel line to convey and transport oil and/or gas. Tenant will lease 6,080 s/f of circumference space for 10 years @ \$37,088 per year. CPI rent increase on 3rd year or 5% - whichever is greater.
- Approved throughput charge of \$.10 per barrel of fuel delivered through pipelines. On 5th anniversary, rate to be increased per VIPA marine tariff or by \$.05 – whichever is greater.

**Property Committee Role & Responsibilities
(VIPA Board By-laws Amendment)**

Accepted role and responsibilities of property committee as presented to be adopted into VIPA By-laws.

PROJECTS & OPERATIONS

**Award of Contract for Security Vessel
(STT/STJ District)**

Awarded contract to Metal Shark not to exceed \$424,600 to design and build a new security vessel for the St. Thomas/St. John district. (VIPA received a \$340,446 Port Security Grant in 2015 for this purchase and must pay 25% of cost.)

**Marine Consultant Services Basic Agreement
– CDR Maguire**

Approved one-year extension of agreement with CDR Maguire to allow completion of current task orders underway. No money is associated with this extension.

**Crown Bay Marina and Monsanto Terminal
Dredging Monitoring and Mitigation Contract
Award**

Awarded contract to BioImpact, Inc. in the amount of \$150,750 to provide monitoring and mitigation services as required under the US Army Corp of Engineers and CZM permits for the Crown Bay Marina and Monsanto Terminal dredging that were recently completed. Funded via VIPA FY 2017 budget

**UVF Terminal Red Hook Customs Building -
CDR Maguire Task Order No. 9B**

Approved Task Order No. 9B with CDR Maguire in the amount of \$673,229 for construction management and design of a Customs Building and berthing dock at the Urman Fredericks Marine Terminal in accordance with the US Army Corp of Engineers permit. Funded via 2014 Marine Revenue Bonds.

**HERA Apron Rehabilitation Phase II - Task
Authorization #6.2 Amendment 2**

- Approved Task Authorization #6.2 Amendment 2 with American Infrastructure Development, Inc. to provide additional construction administration and resident project representative services for the project, not to exceed \$57,158.
- FY 2017 Capital Budget was amended to carry over the balance of the project from FY 2016 to FY 2017.

**Removal of Heavy Vegetation on North Side
HERA Runway 10-28**

Awarded contract to Bates Trucking & Trash Removal, Inc. in the amount of \$159,700 to clear approximately 41 acres of land at the north of the HERA runway 10-28 to bring airport in compliance with FAA Part 139.331(c) requirements regarding heavy vegetation. Funded via FY 2017 budget.

**Projects & Operations Committee Role &
Responsibilities (VIPA Board By-laws
Amendment)**

Accepted roles and responsibilities of projects and operations committee as presented to be adopted into VIPA By-laws.

Airport Conditions

Directed acting executive director to report back to board on a plan of action to address conditions of HERA and CEKA terminals.

PERSONNEL COMMITTEE

**Personnel Committee Role & Responsibilities
(VIPA Board By-laws Amendment)**

Accepted roles and responsibilities of personnel committee as presented to be adopted into VIPA By-laws.

MARKETING COMMITTEE

Governing Board By-law Amendment

Voted to dissolve the board's marketing committee.

EXECUTIVE SESSION

1. Passed a Resolution relieving Carlton Dowe of his duties as Executive Director of the Virgin Islands Port Authority without cause, effective immediately.
2. Passed a Resolution naming Assistant Executive Director David Mapp as Acting Executive Director of the Virgin Islands Port Authority.
3. Resolved that VIPA would contribute to the West Indian Company Ltd. from October 1, 2016 to September 30, 2017 \$1.00 of the \$6.60 per passenger in Port Dues that VIPA collects from cruise lines at the WICO Pier.