



# Virgin Islands Port Authority Governing Board Meeting Actions List

March 22, 2017

Chaired by Laurel Hewitt-Sewer, Board Chairperson

St. Croix, US Virgin Islands

Revised

## Board Members

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

## VIPA Staff Present

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

## Board Staff

1. Tonya Pickering, Internal Auditor

## FINANCE COMMITTEE

### **LIAT, Ltd. – Payment Agreement**

Accepted recommendation to accept payment of 50% of past due finance charges and 50% of operations fees due from the year 2007 totaling \$26,222.42, and write off remaining amounts totaling \$26,222.41.

### **FY 2017 Marine Operating and Capital Budget Revision**

Revised projected revenues total \$30.4 million, revised operating expenses totaling \$22.7 million and revised the capital budget expenses totaling \$2.7 million.

### **O’Neale’s Transport, Inc.**

Approved a payment plan for past due operational fees and finance charges in the amount of \$86,400.28 for a 19-month term beginning April 1, 2017, at a 6% interest rate with \$5k payable on the first of each month.

### **VIPA Marine Tariff: Pre-Arranged Taxi/Tour Operator Vehicle Fee**

(effective 01 Apr 2017 per Acting Executive Director David Mapp)

Modified VIPA marine tariff regarding pre-arranged taxi pick up fee. The tariff currently charges \$7 per pick up. The fee was amended to:

- \$7 for a single pick up
- \$13 for a day pass for multiple pick ups

### **VIPA Marine Tariff: STT/STJ Passenger Fee**

(effective 22 Mar 2017 per Acting Executive Director David Mapp)

Modified the VIPA marine tariff to eliminate the \$0.25 passenger fee between St. Thomas and St. John.

**Property Insurance Renewal**

Approved the issuance of a poll vote regarding the property insurance.

**PROJECTS & OPERATIONS COMMITTEE**

**Hiring of Bankruptcy Attorney**

Approved the hiring of a bankruptcy attorney to assist with the preparation of a response to a letter received from Boyson, Inc.

**St. Thomas/St. John Car Ferry Permit**

Tabled the consideration of a user permit for the St. Thomas/St. John car ferry operations.

**HERA Apron Rehabilitation - Phase 3: Task Order No. 10A**

Approved Task Order No. 10A to American Infrastructure Development (AID) in the amount of \$60,379.20 to perform Phase 3 of the HERA apron rehabilitation.

**Gallows Bay Marine Facility Arrival Building – Bid Award to GEC, LLC**

Awarded contract to GEC, LLC in the amount of \$1,475,000 to demolish and construct a new arrival building at the Gallows Bay Marine Facility on St. Croix. Project will take 12 months, most funded from bond monies and the remainder from the VIPA budget.

**Ann E. Abramson Marine Facility Pier Lighting – Bid Award to VI Paving**

Awarded contract to Virgin Islands Paving in the amount of \$278,200 to perform repairs to the pier lighting system at the Ann E. Abramson Marine Facility in Frederiksted, St. Croix. Funded via marine rev. bonds: \$236,025/VIPA budget: \$42,175.

**HERA Runway 10-28 and Taxiway Alpha**

Approved procurement of materials in the amount of \$130,609.50 from Sherwain Williams for materials needed to perform runway markings on Runway 10-28 and Taxiway Alpha at the Rohlsen Airport. Funded via FAA grant: \$117,548.55/VIPA: \$13,060.95.

**RFP Selection: TIGER Grant Administration**

Approved the negotiation of a contract with Angie Brewer & Associates, LLC. to manage the \$10.67 million TIGER Grant received by VIPA in 2016.

**HERA Photovoltaic System**

Authorized staff to enter discussions with WAPA for an alternative system.

**Crown Bay Channel Dredging Correction**

Approved hiring of Pro Mar to correct the dredging error in the Crown Bay Channel, and a threshold of up to \$250,000 to complete the dredging (including the actual dredging plus water quality monitoring, surveying and a trucking service to haul away the dredged spoils).

**EXECUTIVE SESSION**

1. Implemented procedure to ensure timely processing of payments to vendors.
2. Board requested a report from the executive director on VIPA bond-funded projects.