



VIRGIN ISLANDS PORT AUTHORITY BOARD MEETING ACTIONS LIST

September 23, 2020

CHAired BY Ms. Leona Smith, Board Chair

VIPA Crown Bay Center Conference Room, St. Thomas

VIPA HERA Terminal Conference Room, St. Croix, and Tele/Video Conference

Board Members

1. Leona E. Smith, St. John Private Citizen - **CHAIR**
2. Nelson Petty Jr., P.E., DPW Commissioner - **VICE CHAIR**
3. Kevin Rodriguez, USVIEDA Chairman - **SECRETARY**
4. Joseph Boschulte, Tourism Commissioner
5. Denise George, Esq., Attorney General
6. Willard John, St. Croix Private Citizen
7. Lee Steiner, St. Thomas Private Citizen
8. Celestino A. White Sr., St. Thomas Private Citizen (**absent**)
9. St. Croix Private Citizen (**vacant**)

Board Staff

1. Tonya Pickering, Internal Auditor

VIPA Staff Present

1. Carlton Dowe, Executive Director
2. Damian Cartwright, Asst. Exec. Director/Director of Engineering
3. Anise Hodge, Deputy Executive Director
4. Catherine Hendry, Esq., General Counsel
5. Anna M. Penn, Chief Financial Officer
6. Matthew Berry, Marine Manager STT/STJ
7. Mervyn Constantine, Marine Manager STX
8. Mariath Hodge, Executive Assistant
9. Julice Holder, Chief of Staff
10. Vincent Frazer, Esq., Senior Staff Attorney
11. Dale Gregory, Assistant Director of Engineering
12. Monifa Marrero Brathwaite, Public Information Officer
13. Diane Richardson, Director of Human Resources
14. Jerome Sheridan, Territorial Airport Manager

FINANCE COMMITTEE

No action items.

PROPERTY COMMITTEE

No action items.

PROJECTS & OPERATIONS COMMITTEE

Rodriguez and Garland Crown Bay Fence Repair Change Order #1

Approved Change Order #1 to the contract between VIPA and Rodriguez & Garland for improvements to the decorative fence at Crown Bay Center in the amount of \$62,348. The purpose of the Change Order is to complete additional improvements for the secured area. Funding source: Insurance proceeds

Tech1 Communications LLC Thermal Camera Solutions Change Order #1

Approved Change Order #1 to the contract between VIPA and Tech1 Communications LLC for additional thermal equipment and installation at both the CEKA and HERA Terminals in the amount of \$27,344. Funding source: LEPC COVID-19 Federal Grant

BioImpact, Inc. Contract Extension

Approved a 70-day extension of the BioImpact, Inc. due to a delay in the project schedule due to COVID-19-related issues. Bio Impact is providing mitigation services required as part of the approved water quality monitoring plan, acoustic monitoring plan, remediation sampling and mitigation for bulkhead and ramp improvements at the Svend Ovesen Seaplane Terminal on St. Croix. These services are a federal mandate. The extension will cost \$66,500. Funding source: VIPA FY 2020 Budget.

Island Roads Cooperation Airport Paving Projects Rehabilitation Change Order #1

Approved Change Order #1 to the contract between VIPA and Island Roads Cooperation for critical pavement repairs at CEKA's airfield pavements. The contractor was asked to complete additional paving work on the CEKA airfield on taxiways and the runway in areas that had severely deteriorated. The Change Order is in the amount of \$67,045.07. Funding source: VIPA FY 2020 Budget Transfer

CEKA Transportation Center Reduction in Cost of Contract Awarded to A.T. Construction Solutions LLC

Approved the amendment of the contract award amount for the CEKA Transportation Center with A.T. Construction Solutions LLC. due to changes to the project scope and insurance coverage. The contract cost is reduced from \$26,804,453 to \$26,421,306.71. Funding Source: USED A \$20M and VIPA \$6,785,486.71 via Insurance Proceeds and CFC Collections

Canine Policy and Procedures

Adopted the VIPA Canine Policy and Procedures Manual for the VIPA Police Division canine handlers for the training, qualifications and use of a VIPA police department's canine. The Executive Director will disseminate the manual to VIPA police affected by the regulations set forth.

PERSONNEL COMMITTEE

No actions items.

EXECUTIVE SESSION

No actions taken in Executive Session.