



VIRGIN ISLANDS PORT AUTHORITY BOARD MEETING ACTIONS LIST

Revised

February 16, 2022

CHAIRMAN BY DEREK A. GABRIEL, CHAIRMAN

VIPA Admin. Bldg. & HERA Terminal Conference Room (via Zoom)

Board Members

1. Willard John, St. Croix - **CHAIRMAN**
2. Derek A. Gabriel, Public Works Commissioner – **VICE CHAIRMAN**
3. Kevin Rodriguez, USVIEDA Chairman – **SECRETARY**
4. Joseph Boschulte, Tourism Commissioner (**absent**)
5. Denise George, Esq., Attorney General
6. Lionel S. Jacobs, St. Croix
7. Leona E. Smith, St. John (**absent**)
8. Celestino A. White Sr., St. Thomas
9. St. Thomas Resident – Position Unfilled

Board Staff

1. Tonya Pickering, Internal Auditor

VIPA Staff Present

1. Carlton Dowe, Executive Director
2. Bill Rawlins, Acting Assistant Executive Director
3. Anise Hodge, Deputy Executive Director
4. Anna M. Penn, Chief Financial Officer
5. Catherine Hendry, Legal Counsel
6. Ava Penn, Director of Financial Affairs
7. Vincent Frazer, Senior Staff Attorney
8. Nicole Scatliffe, Director of IT
9. Diane Richardson, Director of Human Resources
10. Dale A. Gregory, Acting Director of Engineering
11. William Boehnke, Senior Engineer STX
12. Kate Davis, Procurement and Contracts Manager
13. Jerome Sheridan, Territorial Airport Manager
14. Julice Holder, Chief of Staff
15. Monifa Marrero Brathwaite, Public Information Officer
16. Mario Pinder, LAN Specialist
17. Kai Smith, Senior Engineer STT/STJ
18. Earl Thomas, Electrical Engineer
19. Carlton Charleswell, Construction Management Officer

FINANCE COMMITTEE

Grant Award to the Department of Sports Parks and Recreation for the Virgin Islands Cricket Association

Authorized the Executive Director to issue a Grant Award to the VI Department of Sports, Parks and Recreation for the Virgin Islands Cricket Association in the amount of \$50,000. The grant award is to refund the Cricket Association for equipment and property that were not timely removed and was improperly disposed during the transfer of the property to the VI Port Authority.

PROPERTY COMMITTEE

Carmen Wesselhoft Hedrington dba Dock'quiri & Tings

Approved tenant's request to lease for 104 square feet at Parcel 16-2 Estate Smith Bay, Nos. 1, 2 and 3, East End Quarter St. Thomas (Acct. #3217) to operate a bar, sell souvenirs and grab-and-go foods (no food will be prepared on the premises). The lease is for a term of 3 years with a 3-year option to renew. The minimum guarantee rent per annum is \$9,460.80 or 15% of lessee's annual gross receipts. – whichever is greater.

Tropical Bliss Spa and Beauty bar Requesting Consent to Allow First Bank Priority Lien on its Assets and the Lease with VIPA

Approved a requested consent from Tropical Bliss Spa and Beauty bar to use its assets as collateral to secure a business loan. The purpose and use of the loan proceeds is to finance the business establishment in Crown Bay Center.

PROJECTS & OPERATIONS COMMITTEE

**Amended Information Technology
Resource Acceptable Use Policy**

Adopted the amended VIPA Information Technology Resource Regulation and Acceptable Use policy and authorized the Executive Director to distribute the new policy to all employees affected by the terms set forth.

**Contract Award: Tech 1 Communications
Bid Award to Install a Security System at
the W. Allick Port & Transshipment
Center**

Awarded a contract to Tech 1 Communications in the amount of \$96,495 to purchase and install security cameras at the Wilfred "Bomba" Allick Port and Transshipment Center (the Containerport) on St. Croix.

Funding Source: American Rescue Plan Act Grant

**Contract Award: Continental Construction
and Engineering, LLC for HVAC Services
at HERA**

Awarded a contract in the amount of \$117,791 to Continental Construction and Engineering LLC to provide heating, ventilation and air conditioning abatement services at the Henry E. Rohlsen Airport, St. Croix.

Funding Source: VIPA Budget

**Contract Award: TMZ construction to
Repair Frederiksted Pier Storm Panels**

Awarded a contract in the not-to-exceed amount of \$265,075 to TMZ Construction to perform the permanent repair of the deteriorated storm panels on the cruise ship pier at the Ann E. Abramson Marine Facility, St. Croix.

Funding Source: \$400K Appropriation from 34th Legislature, and VIPA Budget

Change Order: J. Benton Construction

Approved the 0-day change order request from J. Benton Construction in the not to exceed amount of \$74,997.92. The change order is to replace various materials at the chiller, DP-3 panels, swift walls, air handler unit and gate ramps for Henry E. Rohlsen Airport Terminal Expansion Project – Phase 1 on St. Croix.

Funding Source: Project budget

EXECUTIVE SESSION

There were no Executive Session actions taken.

BOARD ELECTIONS

Annual Election of Board Officers

Chairman: Willard John
Vice Chairman: Derek Gabriel
Secretary: Kevin Rodriguez