



VIRGIN ISLANDS PORT AUTHORITY BOARD MEETING ACTIONS LIST

October 1, 2019

CHAired BY LEONA E. SMITH, CHAIRWOMAN
Legislative Annex, Cruz Bay, St. John, U.S. Virgin Islands

Board Members

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

Board Staff

1. Tonya Pickering, Internal Auditor (absent)

VIPA Staff Present

1. Carlton Dowe, Executive Director
2. Damian Cartwright, Asst. Exec. Dir./Dir. of Engineering
3. Anise Hodge, Deputy Executive Director
4. Anna M. Penn, Chief Financial Officer
5. Catherine Hendry, Esq., Legal Counsel
6. Matthew Berry, Marine Manager
7. Vincent Frazer, Esq., Senior Staff Attorney
8. Julice Holder, Chief of Staff
9. Monifa Marrero-Brathwaite, Public Information Officer
10. Diane Richardson, Human Resources Director
11. Jerome Sheridan, Airport Manager
12. Deborah Washington, Property Manager

FINANCE COMMITTEE

No action items.

PROPERTY COMMITTEE

Tourism Industries dba Budget Rent-a-Car - HERA

Approved the assignment of the lease from Tourism Industries, Inc. dba Budget Rent-a-Car to TJ Ocean LLC for space at HERA Building 1 to operate a rental car business. The percentage fee of 7% will be increased to 9% on October 1, 2019 through September 30, 2024.

Total Petroleum Puerto Rico Corp. - CEKA

Approved a new 15-year lease for Total Petroleum Puerto Rico Corp. for the continued occupancy for Parcel 70-Y and the right of first refusal of parcel 70-Z Lindbergh Bay, Cyril E. King Airport, St. Thomas inclusive of terms submitted per staff summary.

Rescinding of Asset Transfer (HERA Racetrack) from VIPA's Aviation Division to its Marine Division

Rescinded the Board's October 17, 2018 authorizing VIPA's internal real property sale of Section 5 of the Henry Rohlsen Airport – Estate Manning's Bay (aka the Randall "Doc" James Racetrack) consisting of approximately 84.61 acres from an asset under VIPA's Aviation Division to its Marine Division.

Gallows Bay Marine Facility Welcome Center RFP for Concessionaire

Authorized the Executive Director to issue a Request for Proposal seeking a vendor to operate a concession at the Gallows Bay Marine Facility's new Welcome Center that is scheduled to open in November 2019.

Land Swap – VIPA/UVI, St. Thomas

Authorized the Executive Director to proceed with discussions with the University of the Virgin Islands regarding transfer of parcels 68D to UVI in exchange for an equally sized portion of Parcel 66 Lindbergh Bay to VIPA.

PROJECTS AND OPERATIONS COMMITTEE

CEKA Terminal Fire Protection System

- **Lemartec Task Order #17232-178**

Approved Task Order #17232-178 in the amount of \$4,497,967 to Lemartec for the installation of a new fire protection system for the CEKA Terminal. Funded via PFC (\$2,646,994) and insurance proceeds (\$1,850,973).

Loredon L. Boynes Sr. Marine Terminal Renovations

- **Mofatt and Nichol Task Order #18**

Approved Task Order #18 in the amount not to exceed \$118,700 to VIPA's Marine Consultant Mofatt and Nichol to develop construction documents, the technical specifications and an estimate for possible costs for planned improvements for the Boynes Marine Terminal and pier in Cruz Bay, St. John.

CEKA Site Lighting Installation/Labor

- **Lemartec Task Order #17232-104**

Approved Task Order #17232-104 in the amount of \$592,074 to install new site lighting poles, fixtures and related appurtenances at CEKA. Funded via insurance proceeds.

Crown Bay Cement Building

- **Lemartec Task Order #17232-174**

Approved Task Order #17232-174 in the amount of \$157,699 to provide all material, labor and equipment to furnish and install new roll up door, air conditioning, roofing, fascia, guttering and rainwater leads fixtures. Funded via insurance proceeds.

VIPA Administrative Building Third Floor Plumbing Repairs

- **Lemartec Task Order #17232-70**

Approved Task Order #17232-70 in the amount of \$456,689 for Lemartec to furnish and install plumbing repairs on the 3rd floor as part of the hurricane damage repairs to the VIPA Administrative Building including fixtures, piping and replacement of exposed existing copper piping with new PVC piping. Funded via insurance proceeds.

VIPA Administrative Building HVAC Repairs
■ **Lemartec Task Order #17232-67**

Approved Task Order #17232-67 in the amount of \$540,535 authorizing Lemartec to provide all material, labor and equipment to furnish and install HVAC repairs at the VIPA Admin. Building on St. Thomas to include new ductwork, units, unit supports, refrigerant lines, etc. The HVAC system in the building was damaged during the 2017 hurricanes. Funded via insurance proceeds.

CEKA Terminal Cistern Cleaning
■ **Big Lee Repairs and Tile, Inc.**

Approved compensating Big Lee Repairs and Tiles, Inc. in the amount of \$225,000 for emergency services performed at the CEKA Terminal to avert potential flooding due to diminished cistern storage capacity. Funded via insurance proceeds.

Engineering and Economic Feasibility Study to Construct a Shipyard Facility

Authorized the Executive Director to seek funding for an engineering and economic feasibility study to construct a shipyard facility on the south shore of St. Croix.

St. Croix Entertainment Pier and Waterfront Master Plan Study and Economic Feasibility Analysis

Authorized the Executive Director to seek funding for a study to evaluate the engineering and economic feasibility of constructing a Waterfront Entertainment Center on the western end of St. Croix.

PERSONNEL COMMITTEE

Construction Management Officer Position - STX

Approved the creation of the construction management officer position for the St. Croix district.

Civil Engineer II Position – STT/STJ

Approved the creation of the Civil Engineer II position for the St. Thomas/St. John district.

Civil Engineer III Position – STT/STJ

Approved the creation of the Civil Engineer III position for the St. Thomas/St. John district.

EXECUTIVE SESSION

No executive session.