



VIRGIN ISLANDS PORT AUTHORITY BOARD MEETING ACTIONS LIST

May 21, 2020

CHAired BY Ms. Leona Smith, Board Chair

Crown Bay Center Conference Room, St. Thomas

Conducted via Tele/Video Conference

Board Members

1. Leona E. Smith, St. John Private Citizen - **CHAIR**
2. Nelson Petty Jr., P.E., Public Works 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
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. Mariath Hodge, Executive Assistant
8. Julice Holder, Chief of Staff
9. Vincent Frazer, Esq., Senior Staff Attorney
10. Monifa Marrero-Braithwaite, Public Information Officer
11. Diane Richardson, Director of Human Resources
12. Jerome Sheridan, Territorial Airport Manager
13. Deborah Washington, Property Manager

BOARD BY-LAWS

Waiver of VIPA's Board By-laws

Waived Article 12 of VIPA's by-laws for the VIPA Board of Governors' regular meetings to conduct the meeting via video conferencing to comply with social distancing requirements due to the coronavirus pandemic.

POLL VOTE RATIFICATION

Poll Vote Results – Thermal Camera Solutions Bid Award to Tech1 Communications, LLC

Ratified the May 7, 2020 Poll Vote to authorize the installation of thermal temperature camera system at VIPA's major air and seaport facilities:

1. Cyril E. King Airport
2. Henry E. Rohlsen Airport
3. Urman Victor Fredericks Marine Terminal
4. Edward Blyden Marine Terminal
5. Austin "Babe" Monsanto Marine Terminal
6. Ann E. Abramson Marine Terminal

The bid was awarded to Tech1 Communications, LLC in the amount of \$176,320. The cost is fully reimbursable via the Law Enforcement Planning Commission's (LEPC) COVID-19 Federal Funding. VIPA plans to have the cameras installed by June 1, 2020.

FINANCE COMMITTEE

Resolution 002-2020 – CARES Grant No. 3-8-0001-043-2020 for the Cyril E. King Airport and the Henry E. Rohlsen Airport

Approved Resolution No. 002-2020 to approve, authorize and ratify VIPA Executive Director Carlton Dowe's execution of CARES Grant No. 3-8-0001-043-2020 for the Cyril E. King Airport and the Henry E. Rohlsen Airport on behalf of VIPA, as required by the Federal Aviation Administration Transmittal letter dated May 12, 2020. The grant will also be executed by the Board's Chairperson Ms. Leona Smith and the Board's Secretary Mr. Kevin Rodriguez.

CARES Act Grant

CEKA: \$21,527,641

HERA: 17,390,080

Total: \$38,917,721*

**These funds are not available as a lump sum. The funds are made available as a reimbursement or allowable amounts and can only be used for the airports.*

Request for Proposals (RFP) to Develop a Senior, Low, and Medium Income Housing Facility at Estate Lindbergh Bay 68A (formerly Thatch Farm), St. Thomas

Approved the issuance of an RFP to develop a senior, low, and medium income housing facility on approximately 4.798 acres at Estate Lindbergh Bay 68A (formerly Thatch Farm), St. Thomas.

PROJECTS AND OPERATIONS COMMITTEE

Lemartec Change Order #1 to Lemartec Task Order #33 – Cyril E. King Airport Terminal HVAC Duct Insulation

Approved Change Order #1 to Task Order #33 in the amount of \$782,678 to cover the procurement and installation of the remaining 40,974 sq. ft. on the first floor of the CEKA Terminal's HVAC duct insulation. Funded via Insurance Proceeds and CARES Act Grant.

Lemartec Change Order #2 to Task Order #33 - Mold Remediation Associated with A/C Ductwork Insulation at the Cyril E. King Airport Terminal

Approved Change Order #2 to Lemartec Task Order #33 not to exceed \$1,556,527 to undertake the remaining mold remediation work on the first floor of the CEKA Terminal. Funded via Insurance Proceeds and CARES Act Grant.

Lemartec Task Order #142 – Henry E. Rohlsen Airport Terminal HVAC

Approved Lemartec Task Order #42 in the amount of \$503,945 to furnish and install an additional 14,500 sq. ft. of HVAC materials, 164 new 10" flex ducts at 25' length, fire dampers and to test and balance of the entire HVAC system in the HERA Terminal. Funded via Insurance Proceeds and CARES Act Grant.

Lemartec Task Order #148 - Mold Remediation Associated with A/C Ductwork Insulation at the Henry E. Rohlsen Airport Terminal

Authorized Lemartec Task Order #148 not to exceed \$349,212.45 to undertake the remaining mold remediation work on the first floor of the HERA Terminal. Funded via Insurance Proceeds and CARES Act Grant.

CEKA Terminal Expansion Phase 1 – Bid Award to A.T. Construction Solutions LLC

Awarded the CEKA Terminal Expansion Phase 1 Construction of the Transportation Center Project to A.T. Construction Solutions LLC. The Board accepted the contractor's proposed cost not to exceed \$26,804,453. The project entails the construction of a new three-level parking garage for taxi staging and queuing areas, rental car facilities and both long and short-term parking (55% more parking space). Funded via a USEDA \$20M grant, and the remainder via VIPA's Insurance Proceeds (\$5M) and VIPA's CFC Account (\$1,804,453).

PERSONNEL COMMITTEE

Creation of New Temporary Positions – Thermal Security Monitors for St. Thomas, St. John, and St. Croix Ports

Approved the temporary hiring of 27 individuals as Thermal Security Monitors for VIPA's ports of entry on St. Thomas, St. John, and St. Croix. Nine persons will be stationed at CEKA and HERA and three persons each will be stationed at Cruz Bay, St. John, the Blyden Terminal on St. Thomas, and the Abramson Marine Terminal on St. Croix. Funding for the positions will be provided through December 31, 2020 and is eligible for reimbursement by the Federal Emergency Management Agency (FEMA).

EXECUTIVE SESSION

1. Took action concerning a personnel matter.