



VIRGIN ISLANDS PORT AUTHORITY BOARD MEETING ACTIONS LIST

February 21, 2024

CHAired BY WILLARD JOHN, CHAIRMAN

VIPA Administrative Building, St. Thomas Conference Room and via Zoom

Board Members

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

Board Staff

1. Tonya Pickering, Internal Auditor

VIPA Staff Present

1. Carlton Dowe, Executive Director
 2. Bill Rawlins, Assistant Executive Director
 3. Anise Hodge, Deputy Executive Director
 4. Anna M. Penn, Chief Financial Officer
 5. Catherine Hendry, Legal Counsel
 6. Preston Beyer, Director of Engineering
 7. Julice Holder, Chief of Staff
 8. Ava Penn, Director of Financial Affairs
 9. Diane Richardson, Director of Human Resources
 10. Vincent Frazer, Esq., Senior Staff Attorney
 11. Kate Davis, Procurement and Contracts Manager
 12. Jerome Sheridan, Territorial Airport Manager
 13. Deborah Washington, Property Manager
 14. Mariath Hodge, Executive Assistant
 15. Mario Pinder, LAN Specialist
 16. Monifa Brathwaite, Public Information Officer
- Via Zoom
17. Nicole Scatliffe, Director of IT
 18. Nyesha Sebastian, Grants and Programs Analyst
 19. Nia Gumbs, Financial Affairs Assistant
 20. Camisha Charleswell, Marine Rev. Operations Analyst STT/STJ
 21. Tafari Nelson, Mechanical Engineer STX
 22. Mojanía Denis, Civil Engineer STX

MATTERS REQUIRING BOARD ACTION

Acceptance of Board Meeting Minutes – January 18, 2024

Accepted the minutes for the VIPA Board Meeting held on January 18, 2024.

Poll Vote Ratification: CEKA Taxiway A West Reconstruction Project

Ratified the Poll Vote issued on February 8, 2024, that authorizes the Executive Director to execute Change Order No. 3 with Grace Civil for \$31,183.55 **for the installation of a conduit related to the upcoming CEKA Runway 10-28 Rehabilitation Project.**

Funding source: VIPA Budget

***corrected 2/22/2024**

FINANCE COMMITTEE

No actions were taken.

PROPERTY COMMITTEE

Priority RoRo Services, Inc.

Authorized the Executive Director to negotiate a new lease with Priority Roro Services, Inc. for the following spaces at the Crown Bay Sandfill in Subbase, St. Thomas:

Parcel No. 1-3: approximately 101,651.26 square feet of unimproved land on the field of the former Cancryn property that is now under the jurisdiction of VIPA. The space will be used for maritime cargo terminal operations and related activities, cargo shipments, storage of shipping containers and chassis, repair, and maintenance of equipment, freight handling, trucking, administrative activities, and storage and handling of HAZMAT materials (jet fuel, gasoline, diesel, and propane).

Parcel No 15: approximately 9,502.9 square feet of unimproved land at the Crown Bay Sandfill area for the storage and handling of HAZMAT materials (jet fuel, gasoline, diesel, and propane).

The lease term is for three years with a two-year option to renew. The rent will increase in the second year per the CPI or by 5% - whichever is greater. A security deposit and insurance are required.

Aquatic Rental LLC

Authorized the Executive Director to execute a new lease with Aquatic Rental LLC for counter space in the UVF Marine Terminal, Red Hook, St. Thomas for the non-exclusive provision of ferry service, ticket sales, and processing of passengers between the BVI and the USVI. The tenant will lease 40 sq. ft. The lease term is three years with a two-year option to renew. The rent will increase in the third year per the CPI or by 5% - whichever is greater. A security deposit and insurance are required.

PROJECTS AND OPERATIONS COMMITTEE

Loredon L. Boynes Sr. Ferry Terminal Improvements Project

Authorized the Executive Director to issue Change Order #2 to Rodriguez & Garland in the not-to-exceed amount of \$39,961.60 for additions to the project scope of the Loredon L. Boynes Sr. Ferry Terminal Improvements Project in Cruz Bay, St. John. The additional work includes:

- Supply and install a bladder tank for the restroom
- Remove and dispose of existing wood cladding
- Squaring out new concrete columns and adding concrete columns
- Covering existing columns in the same style as the newly constructed columns.
- Covering all concrete columns in local stone style

Funding source: VI Legislature Appropriation

Charlotte Amalie Harbor Dredging – Cultural Resources Abatement

Authorized the Executive Director to issue Task Order No. 19 to Bioimpact, Inc. in the not-to-exceed amount of \$149,509 for services related to the Charlotte Amalie Harbor Dredging Cultural Resources Abatement. Bioimpact, as VIPA's on-call Marine Environmental Consultant, has provided VIPA with a proposal in which to conduct the following scope of work related to the Charlotte Amalie Harbor Dredging Cultural Resources Abatement:

- Relocate a mid-19th century shipwreck per the US Army Corps of Engineers and DPNR State Historic Preservation Office-approved plan
- Experienced archaeological monitoring
- Boat use and compliance monitoring

Funding source: Government of the Virgin Islands

Above and Below Waterfront Structural Inspection

Authorized the Executive Director to issue Task Order No. 15 to Moffatt & Nichol in the not-to-exceed amount of \$348,500 for services related to the Above and Below Waterfront Infrastructure Structural Inspection for the following VIPA seaport facilities:

1. The Austin “Babe” Monsanto Marine Terminal (STT)
2. Crown Bay Cargo Port (STT)
3. Charles F. Blair, Jr. Seaplane Terminal (STT)
4. Edward W. Blyden IV Marine Terminal (STT)
5. Urman V. Fredericks Marine Terminal (STT)
6. Victor W. Sewer Marine Facility (STJ)
7. Loredon L. Boynes Sr. Dock (STJ)
8. Theovald E. Morehead Dock (STJ)
9. Gallows Bay Marine Facility (STX)
10. Gordon A. Finch Molasses Pier (STX)
11. Wilfred “Bomba” Allick Port and Transshipment Center (STX)

Note: The Ann E. Abramson Marine Facility nor the Sven A. Ovesen Seaplane Terminal in St. Croix are being inspected under this scope of work as Moffatt & Nichol completed an inspection in 2022 for the Abramson Facility and the Ovesen Facility in 2020.

Funding source: VIPA Budget

Cyril E. King Airport Parking and Transportation Center Change Order No. 5

Authorized the Executive Director to issue Change Order No. 5 to the existing contract between VIPA and AT Construction Solutions for the CEKA Parking & Transportation Center in the not-to-exceed amount of \$277,510.83 for numerous additional scope items to include: (1) additional vehicle staging area paving (COP#21) - \$93,688.80 and (2) domestic water tie-in (COP#20) - \$3,473.03

This change order brings the cost of the total project to \$31,967,387.50.

Funding Source: VIPA Budget

HERA Data Collection and Design for Airfield Marking Compliance

Authorized the Executive Director to issue Task Order No. 6 to Stantec Consulting Services in the not-to-exceed amount of \$295,230 for services related to the Henry E. Rohlsen Airport Data Collection and Design for Airfield Marking Evaluation.

Funding source: VIPA Budget

Master Service Agreement with Michael Baker International

Authorized the Executive Director to enter into a Master Services Agreement with Michael Baker International for three years with an option to renew for two additional one-year periods to provide VIPA with professional and comprehensive independent fee estimates, construction cost estimating services, and independent technical reviews on an on-call basis under the requirements of the FAA Advisory Circular 150/5100-14E.

Funding source: VIPA Engineering Department Budget

Wilfred “Bomba” Allick Port and Transshipment Center (Containerport) Wall Partition Build Out

Awarded a contract to Continental Construction and Engineering for the build-out of a partition wall in the new terminal at the Wilfred “Bomba” Allick Port and Transshipment Center (the Containerport), St. Croix for \$95,854.07.

Funding source: VIPA Marine Division Budget - STX

Airports Triennial Exercise Support

Accepted a proposal from LIWI Group LLC to provide services for logistical and technical support to VIPA. This support is required to execute VIPA’s 14 CFR Part 139 Full-Scale Airport Emergency Plan Exercises for both Cyril E. King (STT) and Henry E. Rohlsen (STX) Airports. These exercises are required to occur every 36 consecutive months. The cost to complete this service is \$230,751.03.

Funding source: VIPA Aviation Division Budget

FAA Supplemental Grant Award Resolution No. 001-2024

Approved Resolution No. 001-2024 which authorizes the Executive Director to execute the Supplemental Appropriation Grant No. 3-78-0001-056-2024 on behalf of VIPA. The grant is for \$576,180 for the Cyril E. King Airport Airfield Drainage Improvement Stormwater Conveyance Channel Upgrades Environmental Assessment Project.

PERSONNEL COMMITTEE

No actions were taken.

EXECUTIVE SESSION

1. The Board voted to authorize the Executive Director to cancel the RFP procurement process for the demolition and development of a hotel at the former Island Beachcomber property, and to consider other options for the development of the property.