



Virgin Islands Port Authority Governing Board Meeting Actions List

September 26, 2018

Chaired by Laurel Hewitt-Sewer, Board Chairman

St. Croix, US Virgin Islands

Board Members

1. Laurel Hewitt-Sewer, St. John Private Citizen – **Chair**
2. Dr. Yvonne Thraen, St. Thomas Private Citizen - **Vice Chair**
3. Claude E. Walker, Esq., Attorney General – **Secretary (absent)**
4. Beverly Nicholson-Doty, Tourism Commissioner (absent)
5. Nelson Petty Jr., PE, Public Works Commissioner
6. José A. Penn, EDA Chairman
7. Marvin Forbes, St. Croix Private Citizen
8. Lee Steiner, St. Thomas Private Citizen
9. St. Croix Private Citizen (vacant)

VIPA Staff Present

1. David W. Mapp, Executive Director
2. Damian Cartwright, Assistant Executive Director
3. Anna Mauricia Penn, Chief Financial Officer
4. Catherine Hendry, Esq., Legal Counsel
5. Deborah Washington, Property Manager
6. Mitchell Todman, Director of Aviation Operations
7. Desserie Harrigan, Acting Human Resources Manager
8. Julice Harley, Chief of Staff
9. Monifa Brathwaite, Public Information Officer

Board Staff

1. Tonya Pickering, Internal Auditor (absent)

FINANCE COMMITTEE

No actions taken.

PROPERTY COMMITTEE

No actions taken.

PROJECTS & OPERATIONS COMMITTEE

PUMA Boot Waiver

Approved waiver of \$850 fee for first-time offense of illegally parked cargo trailers at the Crown Bay Sandfill and replaced with a letter of caution.

Crown Bay Marina Fence Replacement

Approved \$108,150 contract with Cyclone Fencing to replace the chain link fence at the Crown Bay Marina property to avoid a US Coast Guard fine of \$10k for an unsecure fence line. Funding source: insurance proceeds.

Crown Bay Center Decorative Fence Repair (Austin “Babe” Monsanto Marine Terminal)

Approved \$562,428.22 contract with Rodriguez and Garland, Inc. to repair the decorative perimeter fence at the Crown Bay Center, which was damaged in Hurricanes Irma/Maria. Funding source: insurance proceeds.

Asbestos and Lead Abatement of Island Beachcomber Property

Approved \$94,627.30 contract with ADCON for asbestos and lead abatement to complete the demolition of the former Island Beachcomber Hotel at Lindbergh Bay, St. Thomas. Funding source: insurance proceeds.

**Kimley-Horn and Associates, Inc.
Task Order #3 – CEKA Terminal
Expansion/Modernization**

Authorized Task Order No. 3 in the amount of \$1,241,375 with VIPA's CEKA Aviation Consultant, Kimley-Horn and Associates, to provide schematic design - 30% construction documents for the CEKA Terminal expansion/modernization plan. Funding source: insurance proceeds.

Procurement – HERA Vinyl Coated Fence

Awarded \$804,733.70 contract to Mo Mulching, LLC to procure materials for an 8-foot vinyl-coated chain link fence and gates and deliver to a designated port in Florida. Fencing will be used at the Henry E. Rohlsen Airport. Funding source: FAA grant 90%/VIPA 10%.

**Procurement – CEKA Lighted Runway
Closures**

Awarded \$79,396 contract to Eco Innovations VI to furnish and deliver two lighted runway closure crosses for CEKA, which are required for FAA compliance during day or night closures of the airport's runway. Funding source: FAA AIP grant 90%/VIPA 10%.

**Lemartec Task Order No. 19 – Replace US
Customs Building, Cruz Bay, St. John**

Approved Lemartec Task Order #19 in the amount of \$1,729,716 to construct a new and expanded U.S. Customs building at the Victor Sewer Marine Facility. This new building replaces the old modular structure used by CBP that was destroyed in the hurricanes of Sept. 2017 and will be a concrete masonry structure that meets building codes. Includes all labor, materials and equipment. Funding source: insurance proceeds.

Procurement – Airport Sweepers

Awarded \$573,790 contract to Sweeping and Vacuum Unlimited, Inc. to furnish and deliver two regenerative air-type street sweepers to be used at the Cyril E. King and Henry E. Rohlsen Airports. Funding source: FAA AIP Grant 90%/VIPA 10%.

Lemartec - Change Order #001

Approved Lemartec Change Order #001 in the amount of \$150,562.50 to compensate the contractor for additional screws and labor required to fasten approximately 146,000 s/f of existing oriented strand board and insulation board to the existing metal decking that was only discoverable after removal of the damaged TPO membrane and metal roofing.

PERSONNEL COMMITTEE

Policy – Application Process: Police Record Returned to committee.

**Policy – Application Process: Background
Check** Returned to committee.

EXECUTIVE SESSION

1. Hired a Human Resources Director.
2. Hired a Marine Manager for the St. Thomas/St. John district.
3. Approved a change to the proposed Fiscal Year 2019 Budget relative to the Property Management Department.
4. Approved VIPA's Fiscal Year 2019 Budget.