



VIRGIN ISLANDS PORT AUTHORITY BOARD MEETING ACTIONS LIST

August 21, 2024

CHAIRMAN BY WILLARD JOHN, CHAIRMAN OF THE BOARD

Cleone Creque Legislative Hall, St. John and via Zoom

Board Members

1. Willard S. John, St. Croix – **CHAIRMAN**
2. Derek A. Gabriel, Commissioner of Public Works – **VICE CHAIR**
3. Kevin Rodriguez, USVIEDA Chairman – **SECRETARY** (absent)
4. Joseph B. Boschulte, Commissioner of Tourism (absent)
5. Gordon Rhea, Esq., Attorney General Nominee
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 (absent)

VIPA Staff Present

1. Carlton Dowe, Executive Director
2. Bill Rawlins, Assistant Executive Director
3. Anise Hodge, Deputy Executive Director
4. Julice Holder, Chief of Staff
5. Anna M. Penn, Chief Financial Officer
6. Catherine Hendry, Esq., Legal Counsel
7. Vincent Frazer, Esq., Senior Staff Attorney
8. Preston Beyer, Director of Engineering
9. Ava Penn, Director of Financial Affairs
10. Kate Davis, Purchasing/Contracting Mgr.
11. Deborah Washington, Property Manager
12. Jerome Sheridan, Territorial Airport Mgr.
13. Joseph Cranston Jr., Marine Manager STT/J
14. Everton Rush, IT Manager
15. Mario Pinder, LAN Support Specialist
16. Monifa Brathwaite, Public Info. Officer

Via Zoom

17. Nicole Scatliffe, IT Director
18. Mo Denis, Engineer STX
19. Lilita Seaton, Senior Compliance Officer
20. Nia Gumbs, Financial Affairs Assistant
21. Camisha Charleswell, Revenue Operations Analyst
22. Lowell Blackwood, Chief Wharfinger STJ
23. Rishaun Malone, Systems Administrator
24. Nyesha Sebastian, Grants and Program Analyst

Consultants

Frasca – Larry Belinsky, Gisella Shanahan, and Nick Vallorano

REORDERING OF AGENDA

Motion to Reorder Agenda

Voted to rearrange the meeting agenda's action items to ensure addressing all items requiring Board Action.

POLL VOTE RATIFICATION

Public Officials Insurance Policy

Ratified the Poll Vote issued on June 25, 2024, which authorizes the approval of the 2024-2025 Public Officials Policy Renewal with the limits of \$3 million per incident at a premium of up to \$111,683.

Ratification of a Block of Nine (9) Poll Votes Issued on July 18, 2024

Approved a block of nine poll votes issued on July 18, 2024, as follows:

1. **Allied Universal CIP Addendum Payments** – To make payment on Capital Improvement Project addendum project work that included access control and security support services provided by Allied Universal in the amount of \$559,420.23.
2. **Separation of ARFF Collective Bargaining Agreement and Contract Changes** – To approve the separation of the Aircraft Rescue and Fire Fighting (ARFF) Collective Bargaining Agreement and contract changes.
3. **Separation of LEO Collective Bargaining Agreement and Contract Changes** – To approve the separation of the Law Enforcement Officer (LEO) Collective Bargaining Agreement and contract changes.

**Ratification of a Block of Nine (9) Poll
Votes Issued on July 18, 2024
(...continued)**

4. **Wilfred Bomba Allick Terminal Improvement Project - Design** – To issue Task Order No. 21 to Moffatt & Nichol in the not-to-exceed amount of \$820,500 for design services related to the Wilfred Bomba Allick Terminal Improvements Project.
5. **Ann E. Abramson Marine Facility Catwalk Rehabilitation - Design** – To issue Amendment No. 01 to Task Order No. 19 to Moffatt & Nichol in the not-to-exceed amount of \$47,500 for services related to the design of the Ann E. Abramson Marine Facility Catwalk Rehabilitation.
6. **Dale A. Gregory Parking & Transportation Center Cameras - Phase II** – To enter a contract with Tech 1 Communications in the not-to-exceed amount of \$354,360 for the provision and installation of security cameras in the second phase of the Cyril E. King Airport Parking & Transportation Center.
7. **Loredon L. Boynes Sr. Dock Concrete Underdeck Repairs - Design** – To issue Task Order No. 22 to Moffatt & Nichol in the not-to-exceed amount of \$154,200 for services related to the design of the Loredon Lorence Boynes Sr. Dock Concrete Underdeck Repair project.
8. **CEKA Runway Reconstruction - Planning Services - Phase II** – To issue Task Order No. 06 to Ricondo & Associates in the not-to-exceed amount of \$1,050,559 for services related to the planning of the runway reconstruction project at CEKA.
9. **CEKA Runway Reconstruction Independent Estimating & Scheduling** – To issue Task Order No. 05 to Michael Baker International in the not-to-exceed amount of \$150,000 for services related to the independent cost estimating and scheduling of the runway reconstruction program at CEKA.

BOARD MINUTES

Acceptance of Board Minutes

Accepted the Board Meeting minutes for meetings held on June 20, 2024, and July 2, 2024 (Special Board Meeting).

PROPERTY COMMITTEE

Genoa Jewelers Ltd. dba Milano Diamond Gallery – New Lease Agreement at Crown Bay Center

Approved a new lease agreement for Genoa Jewelers Ltd, dba Milano Diamond Gallery for 1,684 sq. ft. in Crown Bay Center Bldg. A in Units 1 and 7 to operate a retail jewelry store. The term of the agreement will be for two years with a two-year option to renew. The rental rate will be \$85,985.04 per year and the CAM charge will be \$21,420.48 per year. A rental security deposit and insurance are required.

Property Management Manual Amendment – Section 17.2 Use Permits

Amended the VIPA Property Management Manual to require that permits with a term of up to one year must be approved by the Executive Director. Permits with a term after an initial year must be approved by the Board.

PROJECTS & OPERATIONS COMMITTEE

Dale A. Gregory Transportation Center – Property Insurance

Authorized the incorporation of the DAG Transportation Center at CEKA into VIPA's existing all-risk property insurance program. Funding for the 2024-2025 property insurance was budgeted in the FY2024 budget. The total additional premium cost to be added will be \$301,526.

Former Island Beachcomber Hotel Demolition Contract Award

Awarded a contract to DCM Corporation for \$357,850 to demolish the former Island Beachcomber Hotel located on Parcel Nos. 70-X, 70-T, and 70T-1 Estate Lindbergh Bay in St. Thomas.

Funding Source: VIPA Engineering Capital Projects Budget

Landscaping and Roadside Cleaning Service Contract Award

Awarded a contract to ORB Landscaping and Trucking for landscaping and roadside cleaning services in the St. Thomas District for \$170,500 for one year with an option to renew for one additional year.

Funding Source: The cost for these services will be shared between Aviation's non-aeronautical operating budget and Property Management's operating budget.

Cyril E. King Airport Aircraft Rescue Firefighting Station – Stantec Task Order No. 10

Approved Task Order No. 10 issued to Stantec Consulting Services in the not-to-exceed amount of \$202,550 for services related to the CEKA ARFF Station program definition and schematic design.

Funding Source: VIPA Operating Revenues

**Loredon L. Boynes Ferry Terminal
Improvement Project – Change Order
No. 01**

Authorized the Executive Director to issue Change Order #01 to Rodriguez & Garland in the not-to-exceed amount of \$62,855, and an additional amount of \$27,055 for extended overhead associated with the additional scope of work as it relates to the canopy coverage and the bathroom roof slab as requested by VIPA.

Funding Source: VIPA Operating Revenues

**VIPA Airports P3 Project –
Informational Update**

Larry Belinsky of Frasca provided an update to the Board regarding the ongoing transition progress of the VIPA Airports P3 Project.

PERSONNEL COMMITTEE

No action was taken.

EXECUTIVE SESSION

No executive session was held.