



VIRGIN ISLANDS PORT AUTHORITY BOARD MEETING ACTIONS LIST

June 20, 2024

CHAIRD BY WILLARD JOHN, CHAIRMAN OF THE BOARD

VIPA Administrative Building, St. Thomas 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 – *via Zoom*
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

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. Catherine Hendry, Esq., Legal Counsel
6. Preston Beyer, Director of Engineering
7. Ava Penn, Director of Financial Affairs
8. Nia Gumbs, Financial Affairs Assistant
9. Diane Richardson, Director of HR
10. Kate Davis, Purchasing/Contracting Mgr.
11. Jerome Sheridan, Territorial Airport Mgr.
12. Joseph Cranston Jr., Marine Manager STT/J
13. Mariath Hodge, Executive Assistant
14. Mario Pinder, LAN Support Specialist
15. Monifa Brathwaite, Public Info. Officer

16. Tafari Nelson, Project Manager STX
17. Carlton Charleswell, Construction Mgmt Officer
18. Christopher Jacobs Jr. – Engineering Intern
19. Nicole Scatliffe, Director of IT

Via Zoom

20. Nichelle Armstrong, Aviation Office Manager
21. Lilita Seaton, Internal Auditor
22. Shirley R. Edwards, Accounting Manager
23. Nyesha Sebastien, Grants/Programs Analyst
24. Carol Dover, Accounting – Accounts Recv.
25. Rishaun Malone, IT
26. Ashley Lake, Aviation STT
27. Joycelyn Lambertis, Accountant

FINANCE COMMITTEE

No action was taken.

PROPERTY COMMITTEE

No action was taken.

PROJECTS & OPERATIONS COMMITTEE

Development of the VIPA Disadvantaged Business Enterprise and Airport Concessions Disadvantaged Business Enterprise Program (Stantec Task Order No. 8)

Authorized the Executive Director to issue Task Order No. 8 to Stantec Consulting Services, Inc (“Stantec”) in the not-to-exceed amount of \$193,074.28 for the development of the Authority’s Disadvantaged Business Enterprise (“DBE”) and Airport Concessions Disadvantaged Business Enterprise (“ACDBE”) Program. VIPA receives a substantial amount federal funds from the U.S. Department of Transportation’s Federal Aviation Administration (FAA) and Maritime Administration (MARAD) to manage its airport and marine-related projects. Therefore, VIPA is required to develop and maintain a compliant DBE and ACDBE program that conforms to the standards outlined in 49 CFR Parts 23 and 26 to remain eligible for federal funding.

Funding Source: VIPA Operating Funds

Fendering Replacement at Marine Docks – St. Thomas/St. John District Contract Award

Awarded a contract to Stefferson Marine & Construction, LLC in the amount of \$274,449.94 to replace the fenders at VIPA’s marine docks in the St. Thomas/St. John District.

Funding Source: VIPA Capital Budget

HERA Apron Reconstruction Project Paving

Authorized the Executive Director to issue Amendment No.01 to Virgin Islands Paving, Inc. in the not-to-exceed amount of \$2,015,027.30, which will include Bid Additive 4 to incorporate the reconstruction of Apron 5B, associated with Henry E. Rohlsen Airport (HERA) Apron Reconstruction Project.

Funding Source: VIPA Operating Funds

Inova Solutions Agreement Extension

Authorized the Executive Director to extend the Agreement with Inova Solutions in the not-to-exceed amount of \$150,000 for an additional year of service to maintain its Microsoft licenses and software assurance program.

PERSONNEL COMMITTEE

No action was taken.

EXECUTIVE SESSION

No executive session was held.