



# Woods Hole, Martha's Vineyard and Nantucket Steamship Authority

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**Posted July 15, 2022 8:30 AM**

**Revised July 18, 2022 5:55 PM**

## **STEAMSHIP AUTHORITY**

**Tuesday, July 19, 2022 – 9:30 AM**

**First Floor Meeting Room  
SSA Administrative Offices  
228 Palmer Avenue  
Falmouth, MA 02540**

### **Meeting changed to remote access only**

NOTE: Pursuant to Section 20 of Chapter 20 of the Acts of 2021, this meeting will be held virtually. The public may participate in the meeting, including Public Comment, by going to [zoom.us](https://zoom.us) and using meeting ID 874 1700 9198 . Participants can also use the same meeting ID and join telephonically by calling one of the following numbers: 669-900-6833, 346-248-7799, 929-436-2866, 253-215-8782, 301-715-8592, or 312-626-6799.

## **AGENDA**

### **Item No. 1. Approval of Minutes**

**Minutes of the Authority's June 21, 2022, Meeting in Public Session**

### **Item No. 2. Port Council's Report on Their July 12, 2022, Meeting**

### **Item No. 3. General Manager's Report**

**This report will be presented by the General Manager, Robert B. Davis, and will include the following:**

- a) Updates on Current Projects including:**
  - i) Website Update/Redesign**
- b) Proposed 2023 Summer and Fall Nantucket Operating Schedules**

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**Item No. 4. Treasurer/Comptroller's Report**

This report will be presented by the Treasurer/Comptroller, Mark K. Rozum.

- a) Results of Operations – Business Summary for the Month of May 2022
- b) Update on Fuel Hedge Program
- c) Appointment of RSM US LLP as the Authority's Independent Auditors

**Item No. 5. Procurement**

- a) Request for Authorization to Award Contract No. 12-2022, "Dry-Dock and Overhaul Services for the M/V Eagle"

**Item No. 6. Old/New Business**

- a) Beach Road Weekend Music Festival

**Item No. 7. Items Not Reasonably Anticipated by the Chair**

**Item No. 8. Public Comment**

**MEETING IN EXECUTIVE SESSION TO FOLLOW (See Next Page)**

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**STEAMSHIP AUTHORITY**  
**Tuesday, July 19, 2022 – 9:30 AM**

**First Floor Meeting Room**  
**SSA Administrative Offices**  
**228 Palmer Avenue**  
**Falmouth, MA 02540**

**EXECUTIVE SESSION MEETING AGENDA**

**Item No. 1. Minutes**

- a) Approval of the Minutes of the June 21, 2022, Meeting in Executive Session.

**Item No. 2. Real Estate**

- a) Condominium Development at the corner of Union and Water Street in Vineyard Haven and impacts on bus roundabout on Water Street

**Item No. 3 Collective Bargaining Matters**

- a) Anticipated and Ongoing Negotiations with Teamsters Union Local 59; and
- b) Discussion with respect to a tentative bargaining agreement with Teamsters Union Local No. 59 governing the terms and conditions of employment for the Authority's Security employees.



## MEMO

**To: Sean Driscoll**

**From: David Jensen, President, Regan Digital Studio**

**Date: June 27, 2022**

**Subject: Website Development Process Third-Party Review**

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### Executive Summary

The following is intended to summarize the progress of the Steamship Authority's (SSA) website development project from mid-May 2022 to June 2022. During this window, the project has continued to make positive progress through the Focused Innovation and Building & Evolving stages. During these sprints, higher-fidelity designs have been produced, prototypes have been completed and tested, and work has begun on integrating the various system via the API to the existing reservation operations system.

### Overview

ADK has continued to efficiently lead the project through the workflow process, and it has continued to be collaborative and to consistently listen to the SSA's feedback and deliver well-thought-out designs and prototypes. The Steamship Authority has consistently provided operational insight, detailed analysis and feedback on designs and prototypes and has significantly and positively impacted the creative and functional aspects of the project.

At the time of writing this memo, the project is on schedule. However, there are two hurdles that pose a potential risk to future deadlines and delivery timelines. First, there have been some initial concerns over the API's stability due to some early failed testing. At this time, both the SSA and ADK are meeting two times per week to work through the known issues; as a result significant progress was made during the week of June 20. Second, the steps necessary to move forward with Eigen, the third-party payment provider service, were delayed. This was a known risk, and all parties have acknowledged it could impact the projected launch. Based on the current timing of the project's progress, it is likely that the SSA would choose not to launch the website, as phase one completion would coincide with a peak reservation season; thus, it is in everyone's interest to delay the launch during this historically high usage period.



## MEMO

### Focused Innovation

ADK has continued to refine the website designs and produce higher-fidelity iterations. As we have moved through this milestone, the SSA has provided some critical feedback in regard to workflow improvements around ticketing, ticket books, reservations and account management as well as overall look and feel. ADK has done an exceptional job of listening to the feedback and making adjustments to the designs. The following are some examples of the changes that were recommended, revised and finalized:

- Revised designs for discounts and reduced fares pages, to include the addition of filtering tools and the segregation of content by destination (Nantucket vs. Vineyard).
- Revised designs for ticket books and multi-ride cards based on recommendations by the SSA as to the workflow, typical recharge process, usage limitations, etc.
- Adjustments made to account/purchase history designs based on SSA feedback as to the quantity of historical information and how consumers find information.
- Revised designs for reservations/booking and account dashboards based on lots of dialogue between all parties as to simplifying the layouts, providing only the necessary information at the appropriate time, nesting detailed information, and providing multiple ways for users to access and edit applicable details.
- ADK has designed workflows that proactively guide users to their intended endpoints based on the changes they have made to future trips. This solutions-based workflow process helps users efficiently move forward, as opposed to simply notifying them that there was an error or problem on a page (e.g., mistyped field or a lack of availability based on a change in date, time or vehicle for a future trip).

### Observations & Recommendations

#### Observations

- The SSA and ADK are efficiently working together on all aspects of the project. During the week of June 20, 2022, ADK presented the latest iterations of certain design templates that significantly improved the look and feel of the website. The SSA had previously identified a design concern, pertaining to the site looking and feeling too pragmatic. The adjustments that were made included the addition of improved icons, header images, adjustments to layout and color usage, as well as other changes.
- ADK addressed SSA concerns over sharing agendas prior to meetings, which has helped improve meeting efficiency and communication.
- ADK addressed SSA concerns over making sure the teams were talking through the mobile-first designs (which had been created but had not been reviewed in as great detail



## MEMO

as some of the desktop designs). Several of these conversations resulted in the identification of design issues with complex, long pages that contained large volumes of content, which resulted in long mobile scrolling. As a result, ADK made logical revisions that helped shorten pages, nest content and segment content to improve the mobile experience.

### Recommendations

- The API is the most critical component of the project, as it is the only link between the operational software, the website and the mobile application. Therefore, the API and its functionality has to be near bulletproof. While the weekly API meetings have been immediately helpful, due to the critical nature of this technology, the SSA may need to provide additional internal resources to make certain that the API is functioning at a level that is required to successfully integrate with the website and mobile app.
- ADK has indicated there were some changes to the support team members, who will facilitate the content writing portion of the project. At this time, it is unclear if that portion of the project is behind schedule or not. There appears to be ample time to correct the course on this, but ADK should address this concern and provide a roadmap as soon as possible.
- The SSA will need to manage communications around any future issues or delays with the Eigen payment processor rollout, as this poses a slight risk downstream to the completion of the project and launch schedule. This issue is not critical at this time.

July, 2022

# From port to port, together.

Project update

**ADK**  
A projekt202 Company

*The Steamship  
Authority*

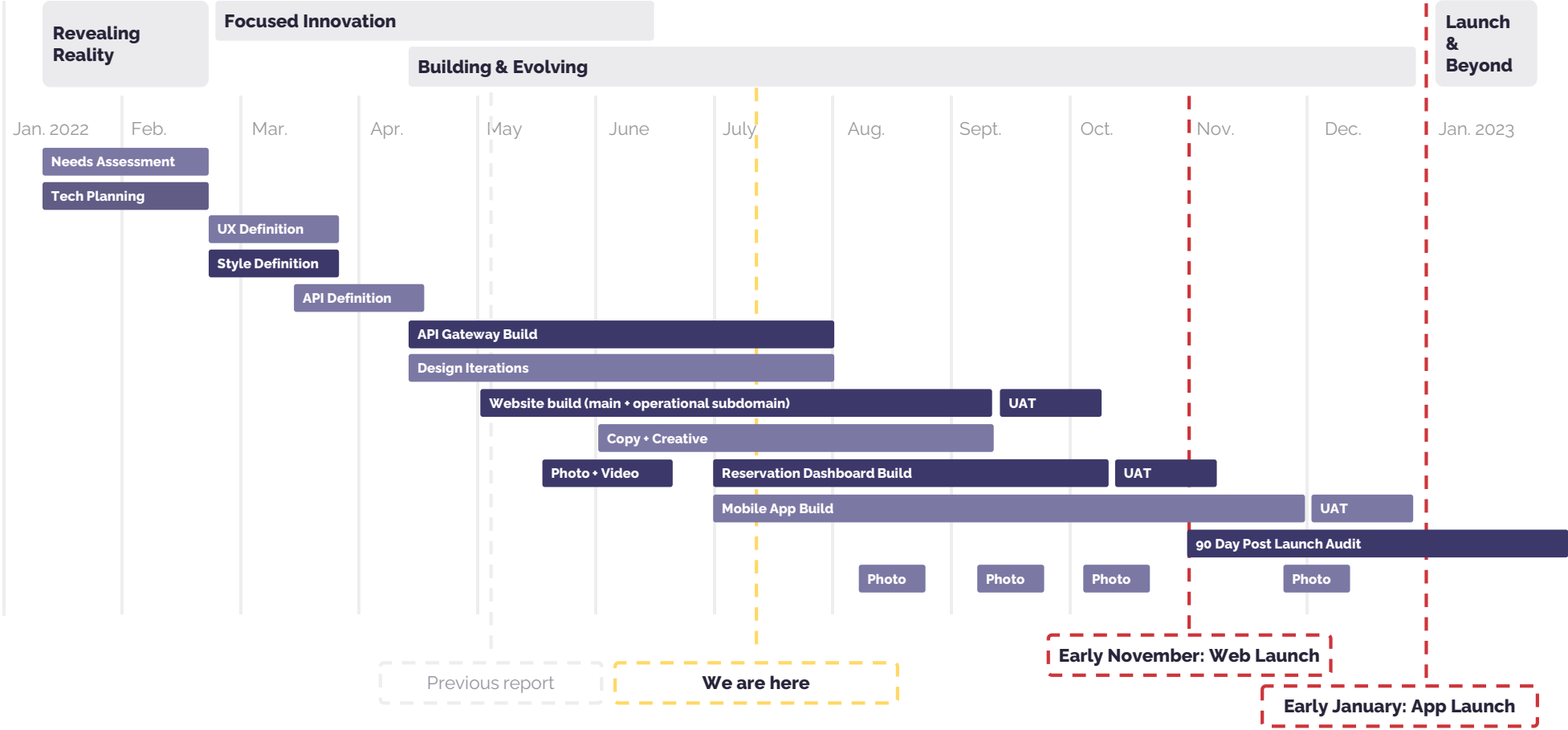
UPDATES

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# 01 Progress Update

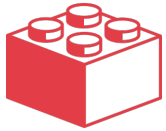


01 PROJECTED TIMELINE



01 Technology

## Quantifying our engineering progress



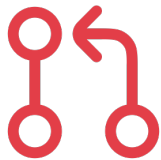
**25+ components  
built so far**



**60+ component  
permutations**



**30+ pages with  
URLs constructed**



**100+ pull  
requests**



**650+ code  
commits**



[SEE MORE EXPLANATION](#)



**20+ API endpoints  
built**



**API responses are  
5x faster**



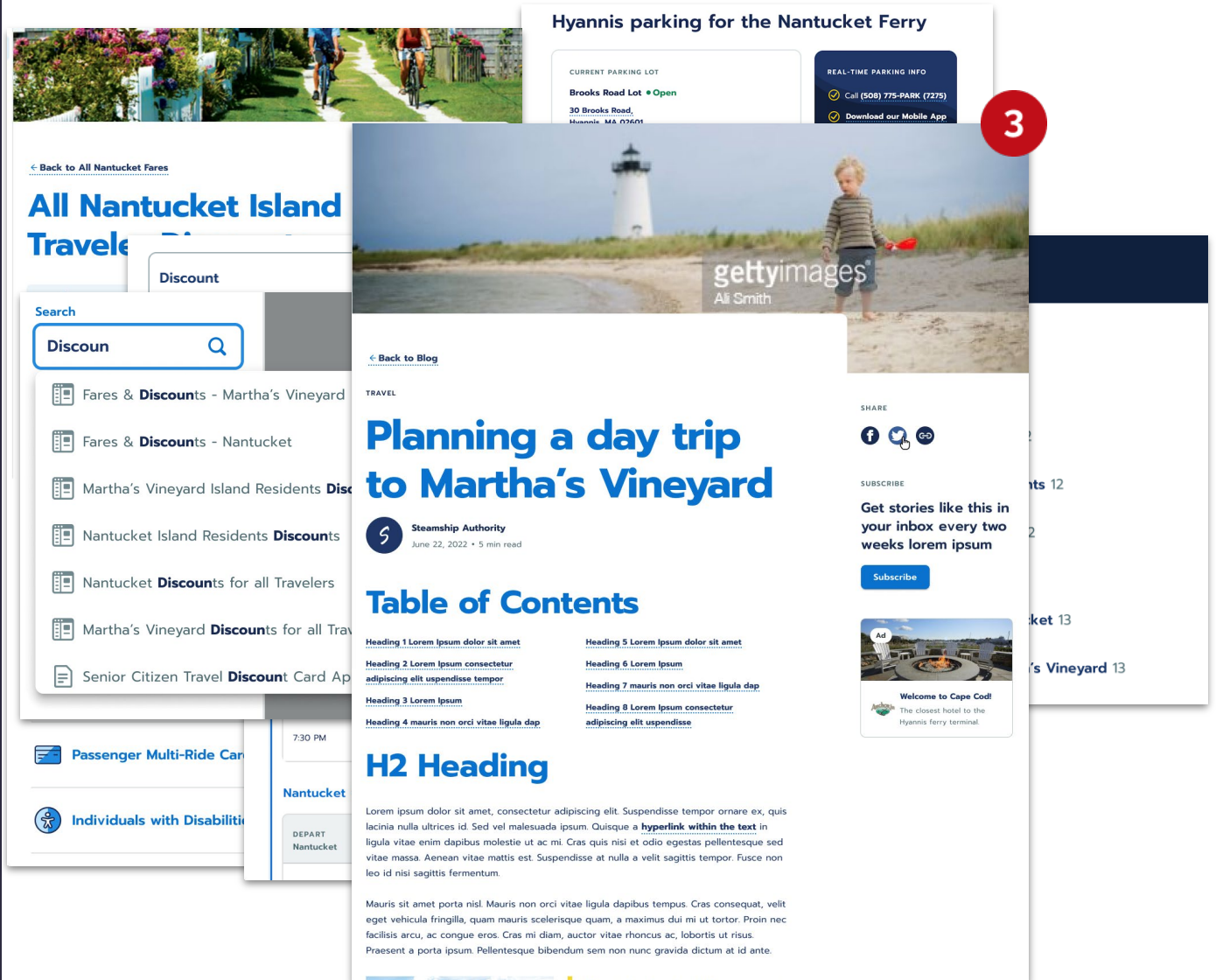
**API endpoints are  
90% more stable**

# The site is designed to be...

- 1 Easier to read**  
Information previously hidden behind PDFs is now more accessible & easy to parse.
- 2 Easier to find**  
A totally rebuilt search engine that's smarter and faster than before.
- 3 Easier to manage**  
Pagebuilder functionality enables quick and powerful control over content.



[SEE EXAMPLE PAGES](#)



DEMO

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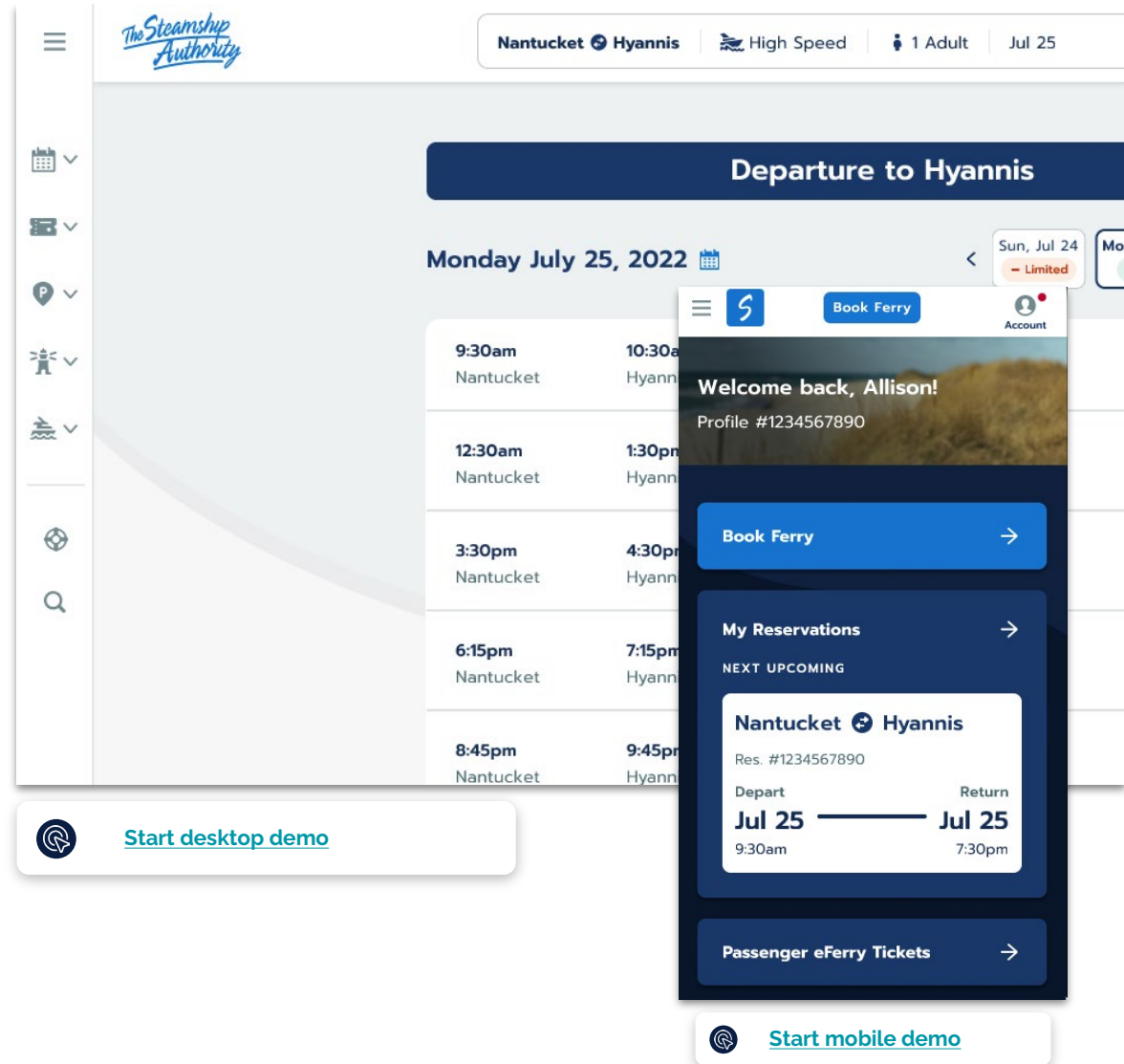
# **02 Booking & Account Demo**

## 02 DEMO

## Making booking a breeze.

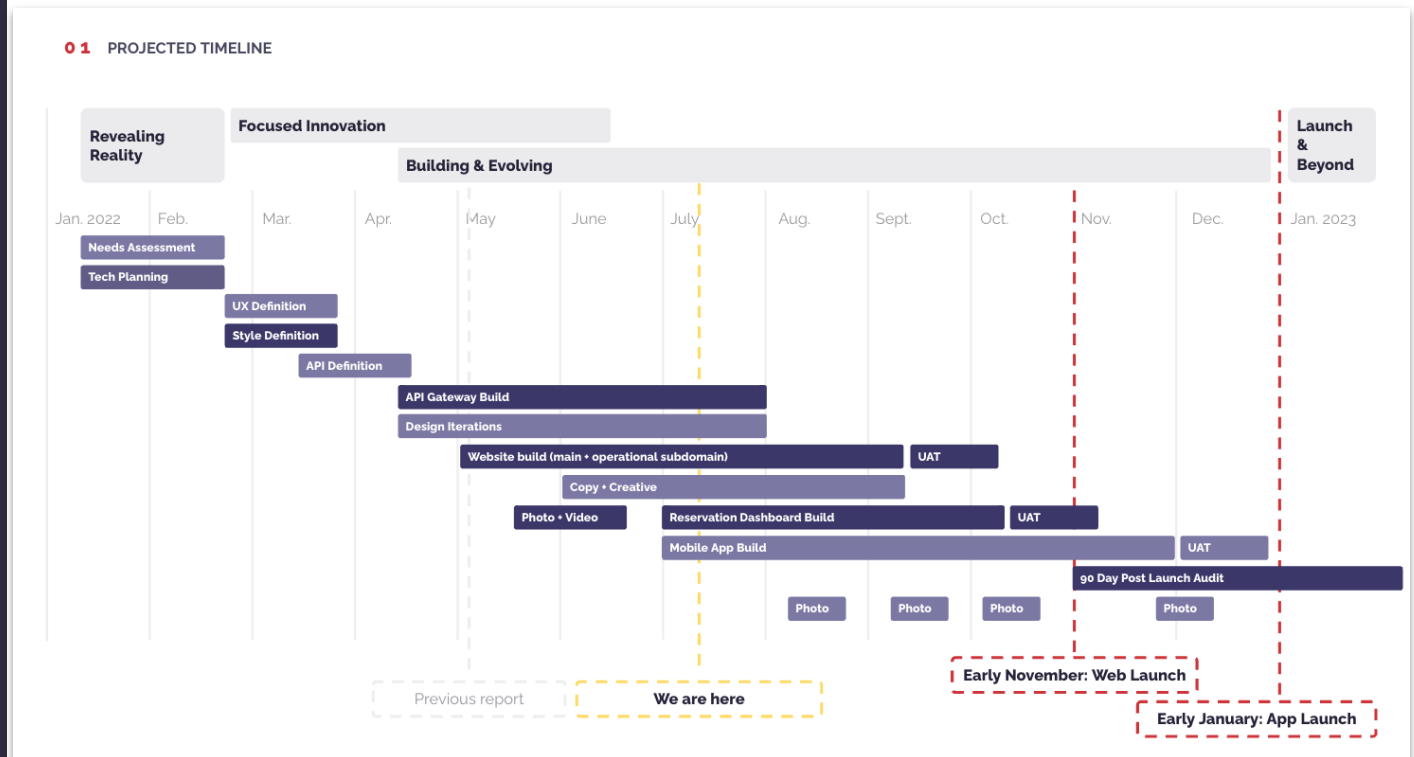
Through >30 conversations with residents & new travelers, tight collaboration with Steamship Authority subject matter experts, and validation testing with real Steamship customers, the project team has redesigned the booking & trip management experience from the ground up for speed and ease of use.

And for the first time, users will be able to: book multiple trips at once, edit single portions of round trip reservations, share reservations, and more – all from their mobile phones.



# What's Next?

- 1 Mobile App
- 2 Homepage
- 3 Copy & Creative
- 4 Account build
- 5 Testing



# Thank you

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**ADK**  
A projekt202 Company

*The Steamship  
Authority*

Appendix

# **Additional Details**



Appendix

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# **1 Tech Details**

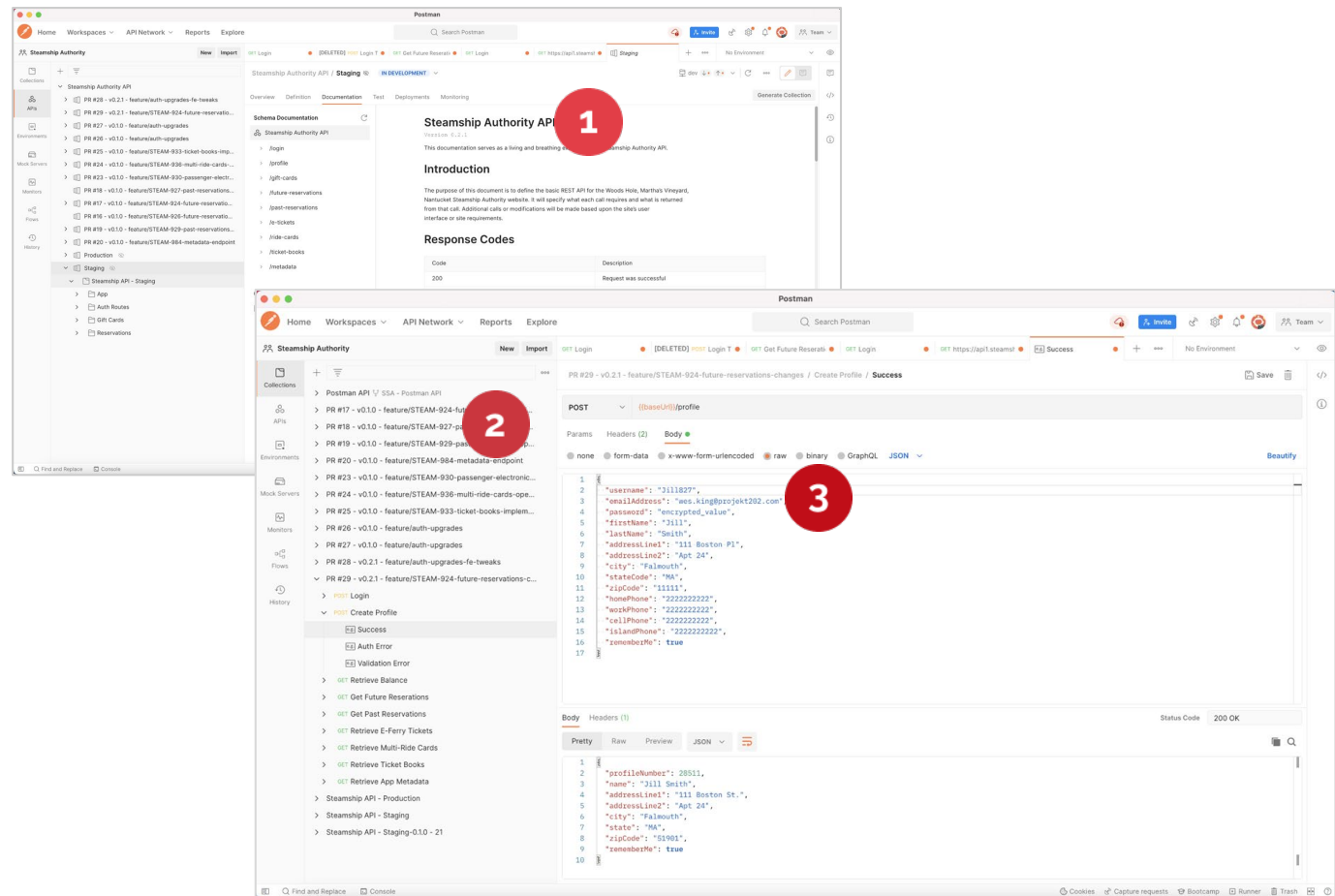
# API Progress

**1 Documentation**  
We've written extensive documentation that both ADK and Authority engineers reference every day

**2 Versioning**  
The API is heavily versioned, making it easy to work on features in isolation, or together

**3 Real Data**  
We're not longer faking it with dummy data, we're consuming real data directly from the Authority's databases.

## 01 Progress Updates



## The API Gateway

**1 In the cloud**  
We've set up an API Gateway in the cloud that will improve many ways users interact with our experiences

**2 Caching**  
Common endpoints can be cached on the edge, reducing overhead and improving speed

**3 Performance**  
Faster response and load times distributed across many data centers based on region

### 01 Progress Updates

API 1 - AWS API Gateway  
Hosted in the cloud



API 0 - Hosted on-prem

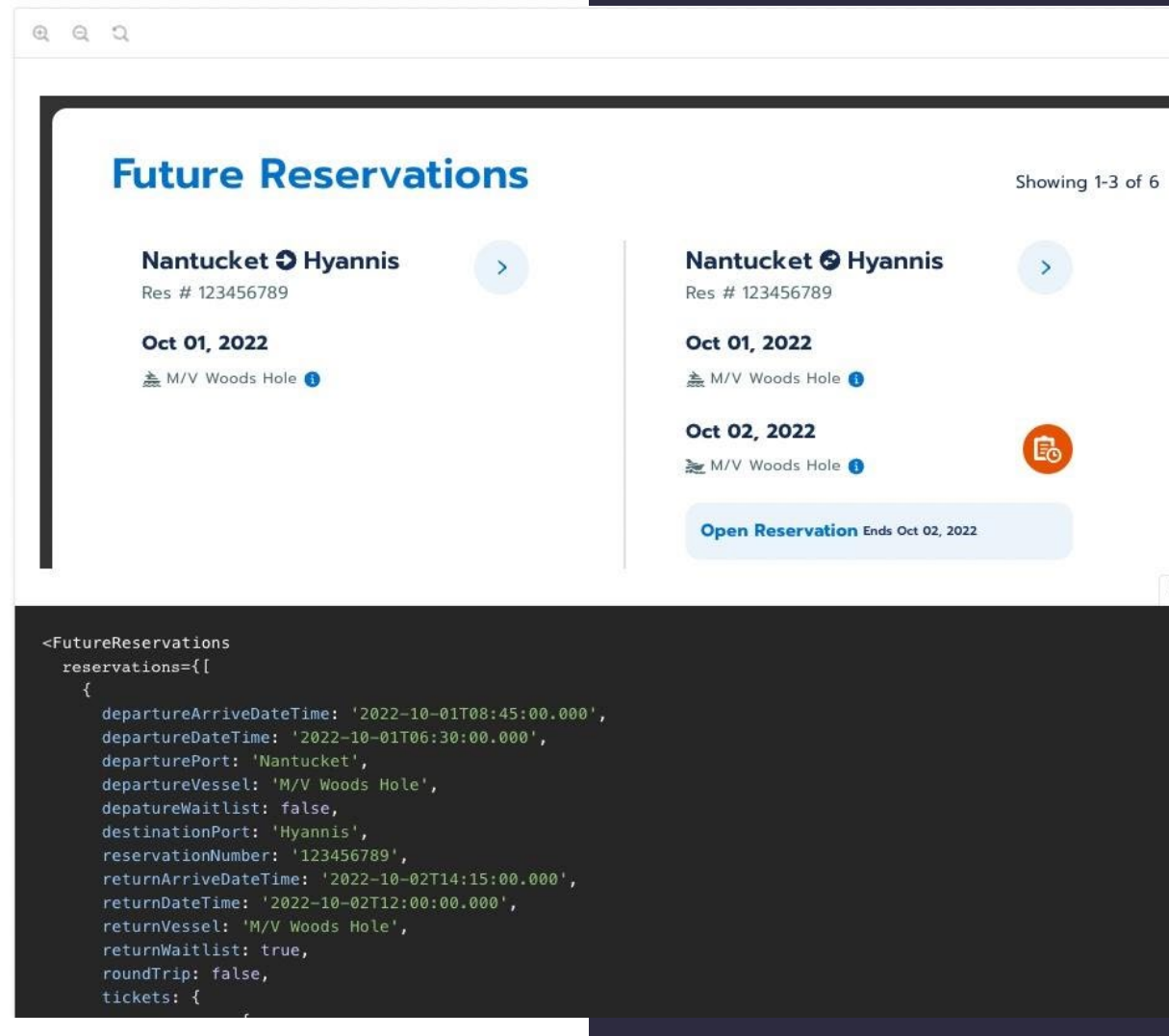
## 01 Technology

## From design to code

In addition to the API, our engineers have also been translating the designs and prototypes from our UX team into a system of reusable components. Sort of like “Lego blocks”.

This enables reusability without sacrificing a consistent brand look and feel.

This approach also enables us to build flexible page builders into the CMS for the SSA digital team to use should the opportunity arise to explore new page and content types.



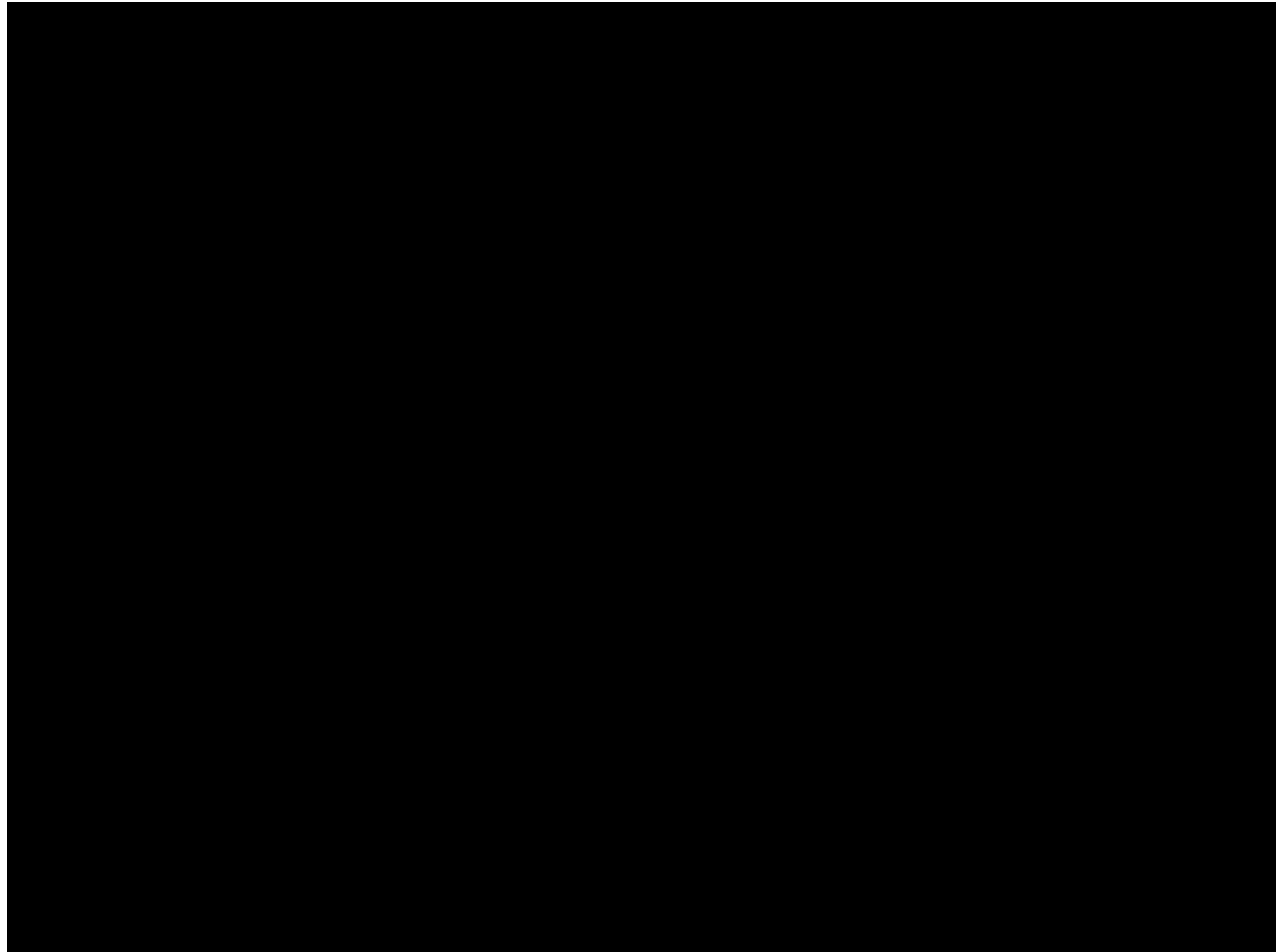
## Component Library/Legos

**1 View components in isolation**  
In our component library/lego set, we can view each individual component outside of the page

**2 View each component's style**  
Each component can have many different styles, permutations, or properties

**3 Test the components**  
Useful tools to check for security, correct response types, and ultra-fast responses

### 01 Progress Updates



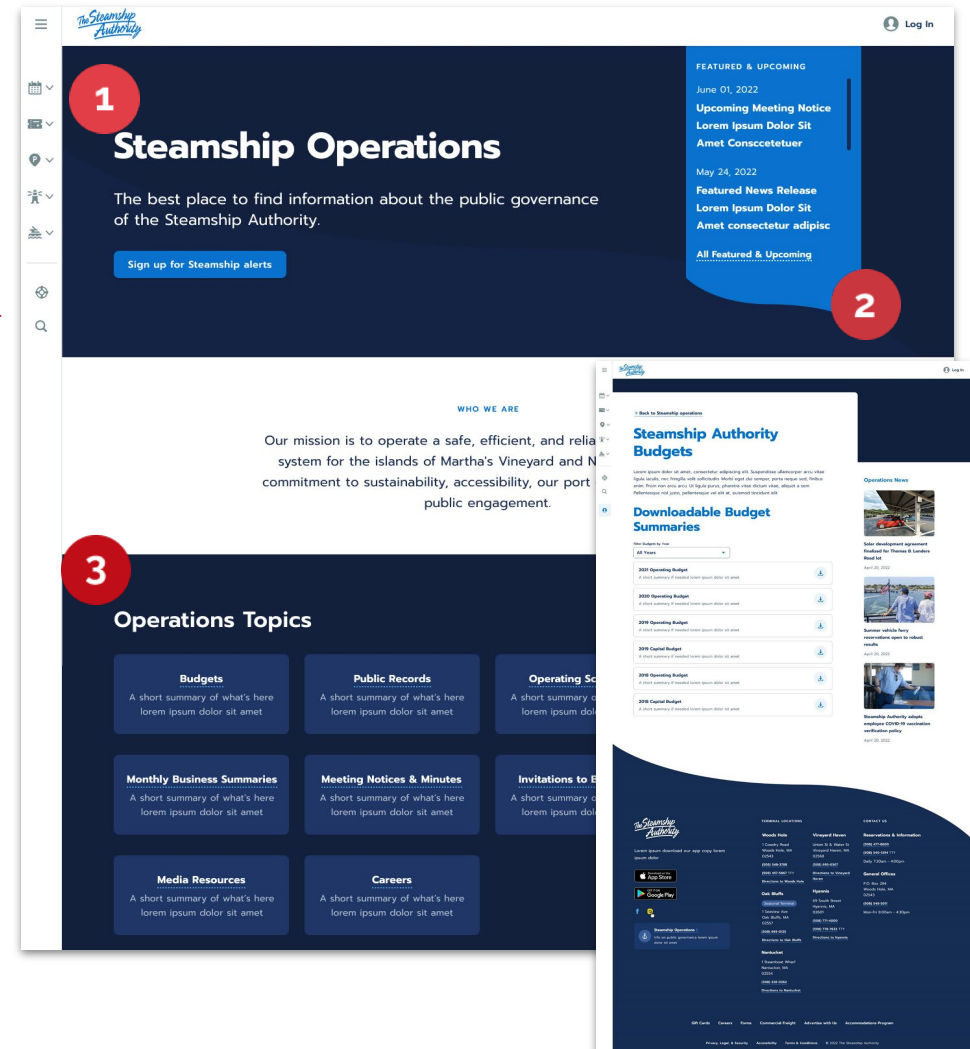
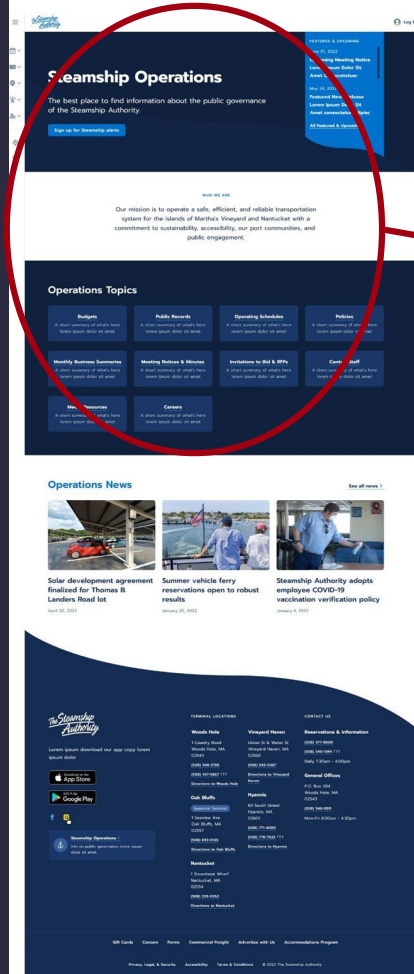
Appendix

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# **2 Page Detail Examples**

# Operations & Governance

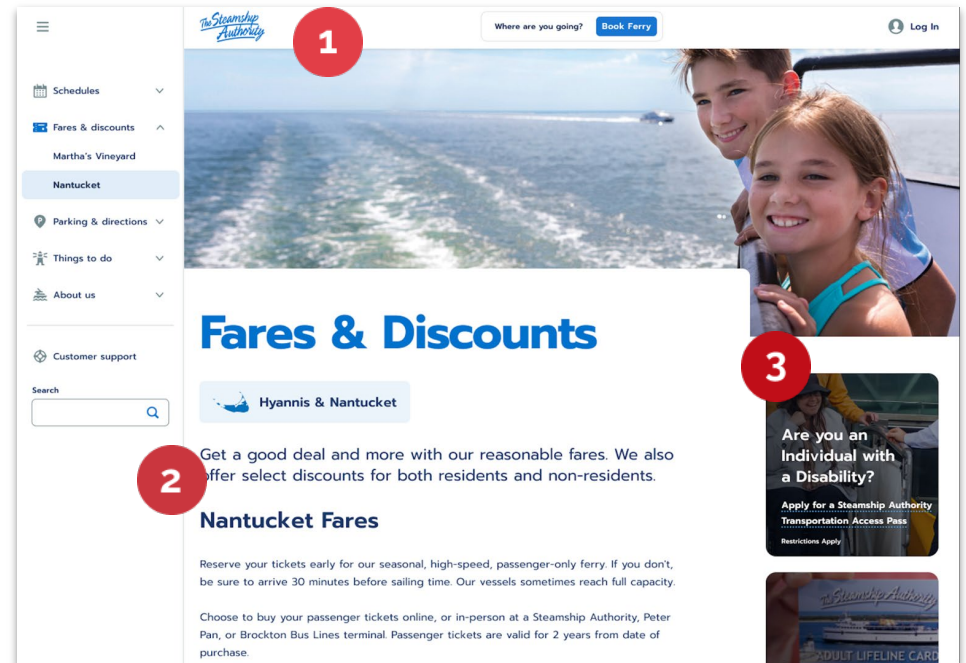
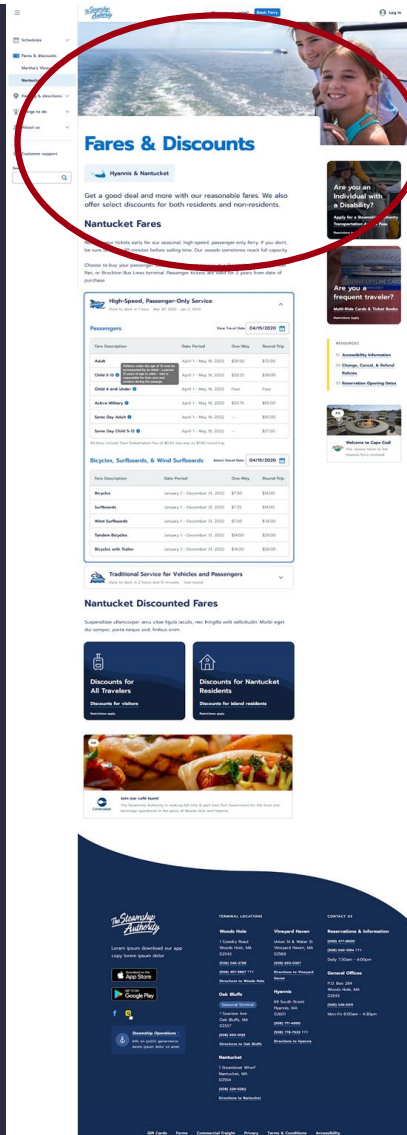
- 1 **Differentiated design**  
A more formal hero treatment differentiates this content from the rest of the site.
- 2 **Timely information**  
The most important information is featured prominently.
- 3 **Separate hub**  
A dedicated home for all operational & governance content.





# Fares & Discounts

- 1 Friendly, modern design**  
Immediately set the tone for site visitors with engaging full-width images.
- 2 Clear visual hierarchy**  
Guide users down the page while being friendly to scanning.
- 3 Attention-grabbing cards**  
Helps the user find related content quickly.

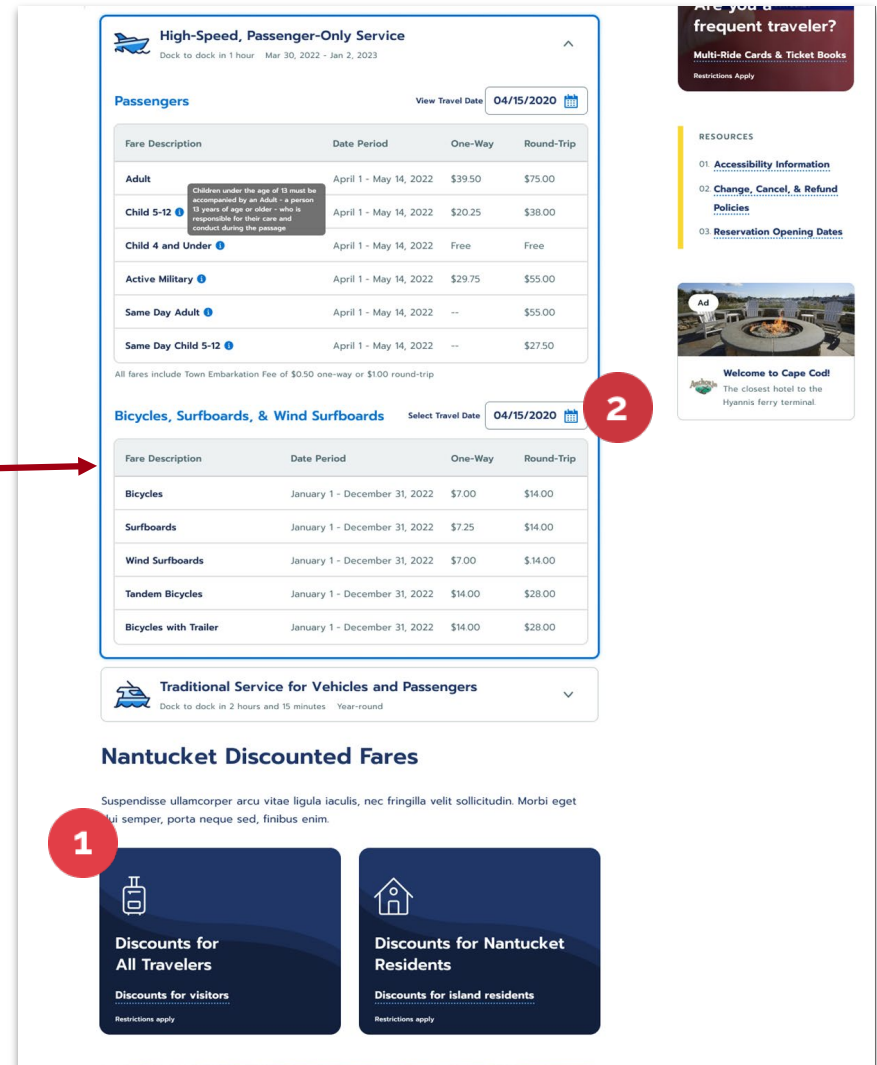
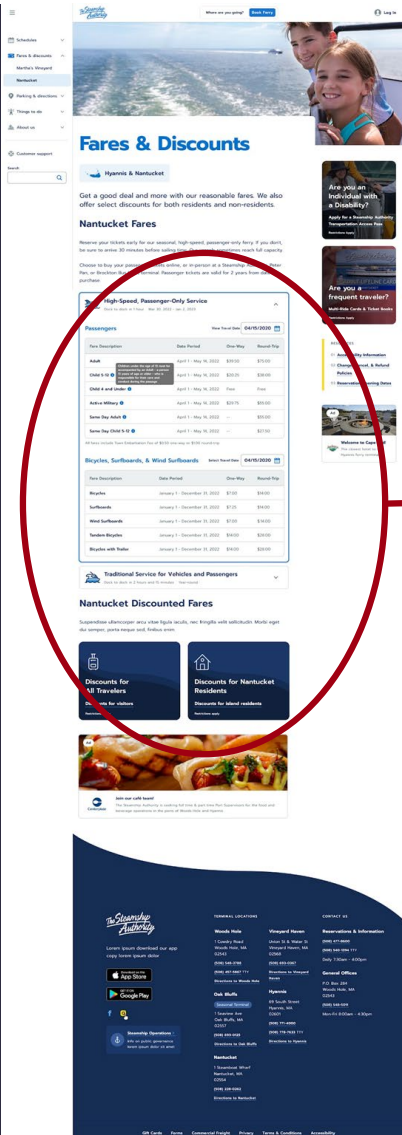




# Fares & Discounts

**1** Topic clusters  
New information architecture (how the pages are grouped and structured) reduced the number of Fares & Discounts pages from 18 to just 6.

**2** Progressive disclosure  
Instead of hunting and pecking through all of the possible information, the user decides what and how much information they want to see with logical and friendly controls.



# STAFF SUMMARY

Date: July 13, 2022

File# SO-2022-07



TO:		FOR:		FROM:
X	General Manager	X	Vote	Dept.: Shoreside Operations
				Author: Alison A. Fletcher
X	Board Members		Information	Subject: Proposed 2023 Summer and Fall Operating Schedules for the Nantucket Route

## **PURPOSE:**

To present for approval the proposed 2023 Summer and Fall Operating Schedules for the Nantucket route.

## **BACKGROUND:**

Following the presentation this past March, the Authority placed newspaper advertisements of its proposed 2023 Summer and Fall Operating Schedules for both its Martha's Vineyard and Nantucket routes for the period from May 18, 2023 through January 3, 2024. <sup>1</sup> Notices of the proposed schedules were also published for public comment on the Authority's website.

On May 31<sup>st</sup>, the Authority received a petition with respect to its proposed schedules that was signed by 160 residents of the Town of Falmouth. In their petition, the 160 Falmouth residents objected to the Authority's scheduling of a 5:30 a.m. freight trip from Woods Hole and they requested that the Authority cancel the approval of a 5:30 a.m. freight trip from Woods Hole. As has been the situation in the past, the petitioners objected to large trucks traveling to that 5:30 a.m. ferry because they claim the trucks wake up Falmouth residents beginning at 5:00 a.m. and earlier. The petitioners did not object to cars traveling on that ferry.

On June 8, 2022, the Authority conducted a public hearing on the proposed 2023 schedules. No comments were received regarding the proposed 2023 Summer and Fall Operating Schedules for the Authority's Nantucket route. Rather, the comments received at the hearing and in writing both before and after the hearing have been directed at Martha's Vineyard's freight traffic that travels to and from the Authority's Woods Hole terminal.

The proposed 2023 Summer Operating Schedule for the Nantucket route from May 18<sup>th</sup> to

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<sup>1</sup> The Authority's Enabling Act requires the Authority to post and advertise in newspapers with general circulation in Falmouth, Barnstable, Martha's Vineyard, Nantucket and New Bedford all of its proposed schedule changes at least 60 days prior to their effective date.

October 23<sup>rd</sup> would start one (1) day later and end four (4) days later than in 2022. The proposed 2023 Summer Nantucket Operating schedules would be essentially the same as 2022 with the exception of the assigned vessels and the start and end dates of those vessel assignments. The summer vessel and crewing assignments would be as follows:

2022 Dates			
05/17 – 05/25	<i>Eagle</i> (Triple Crew)	<i>Sankaty</i> (Triple Crew)	<i>Gay Head</i> (Triple Crew)
05/26 – 05/31	<i>Eagle</i> (Triple Crew)	<i>Nantucket</i> (Triple Crew)	<i>Gay Head</i> (Triple Crew)
06/01 – 06/09	<i>Nantucket</i> (Triple Crew)	<i>Sankaty</i> (Triple Crew)	<i>Gay Head</i> (Triple Crew)
06/10 – 06/21	<i>Eagle</i> (Triple Crew)	<i>Sankaty</i> (Triple Crew)	<i>Gay Head</i> (Triple Crew)
06/22 – 07/08	<i>Eagle</i> (Triple Crew)	<i>Woods Hole</i> (Triple Crew)	<i>Gay Head</i> (Triple Crew)
07/09 – 09/07	<i>Eagle</i> (Triple Crew)	<i>Woods Hole</i> (Triple Crew)	<i>Katama</i> (Triple Crew)
09/08 – 10/19	<i>Eagle</i> (Triple Crew)	<i>Woods Hole</i> (Triple Crew)	<i>Gay Head</i> (Triple Crew)
2023 Dates			
05/18 – 05/23	<i>Eagle</i> (Triple Crew)	<i>Sankaty</i> (Triple Crew)	<i>Gay Head</i> (Triple Crew)
05/24 – 05/29	<i>Eagle</i> (Triple Crew)	<i>Nantucket</i> (Triple Crew)	<i>Gay Head</i> (Triple Crew)
05/30 – 06/07	<i>Nantucket</i> (Triple Crew)	<i>Sankaty</i> (Triple Crew)	<i>Gay Head</i> (Triple Crew)
06/08 – 06/16	<i>Eagle</i> (Triple Crew)	<i>Sankaty</i> (Triple Crew)	<i>Gay Head</i> (Triple Crew)
06/17 – 06/28	<i>Eagle</i> (Triple Crew)	<i>Woods Hole</i> (Triple Crew)	<i>Gay Head</i> (Triple Crew)
06/29 – 09/05	<i>Eagle</i> (Triple Crew)	<i>Woods Hole</i> (Triple Crew)	<i>Katama</i> (Triple Crew)
09/06 – 10/23	<i>Eagle</i> (Triple Crew)	<i>Woods Hole</i> (Triple Crew)	<i>Gay Head</i> (Triple Crew)

The proposed 2023 Fall Operating Schedule for the Nantucket route from October 24<sup>th</sup> to January 3<sup>rd</sup> 2024 would start four (4) days later and end one (1) day later than in 2022. The proposed 2023 Fall Nantucket Operating schedules would be essentially the same as 2022 with the exception of the assigned vessels and the start and end dates of those vessel assignments. The fall vessel and crewing assignments would be as follows:

2022 Dates			
10/20 – 10/22	<i>Eagle</i> (Triple Crew)	<i>Woods Hole</i> (Triple Crew)	
10/23 – 01/02	<i>Nantucket</i> (Triple Crew)	<i>Woods Hole</i> (Triple Crew)	
2023 Dates			
10/24 – 11/28	<i>Eagle</i> (Triple Crew)	<i>Woods Hole</i> (Triple Crew)	
11/29 – 01/03	<i>Nantucket</i> (Triple Crew)	<i>Woods Hole</i> (Triple Crew)	

The proposed 2023 Operating Schedule for the High-Speed service on the Nantucket route from March 29<sup>th</sup> to January 3<sup>rd</sup> 2024 would start one (1) day earlier and end one (1) day later than in 2022. The 2023 operating schedule and crewing assignments for the *M/V Iyanough* would be as follows:

2022 Dates			
03/30 – 05/16	<i>Iyanough</i> (Double Crew)		
05/17 – 10/19	<i>Iyanough</i> (Triple Crew)		
10/20 – 01/02	<i>Iyanough</i> (Double Crew)		
2023 Dates			
03/29 – 05/17	<i>Iyanough</i> (Double Crew)		
05/18 – 10/23	<i>Iyanough</i> (Triple Crew)		
10/24 – 01/03	<i>Iyanough</i> (Double Crew)		

The Port Council at their July 12<sup>th</sup> meeting voted to recommend that the Members approve the 2023 Summer and Fall Operating Schedules for the Nantucket route as proposed.

**RECOMMENDATION:**

That the Members vote to approve the proposed 2023 Summer and Fall Operating Schedules for the Nantucket route as presented.



Alison A. Fletcher  
Director of Shoreside Operations

APPROVED: 

Robert B. Davis  
General Manager

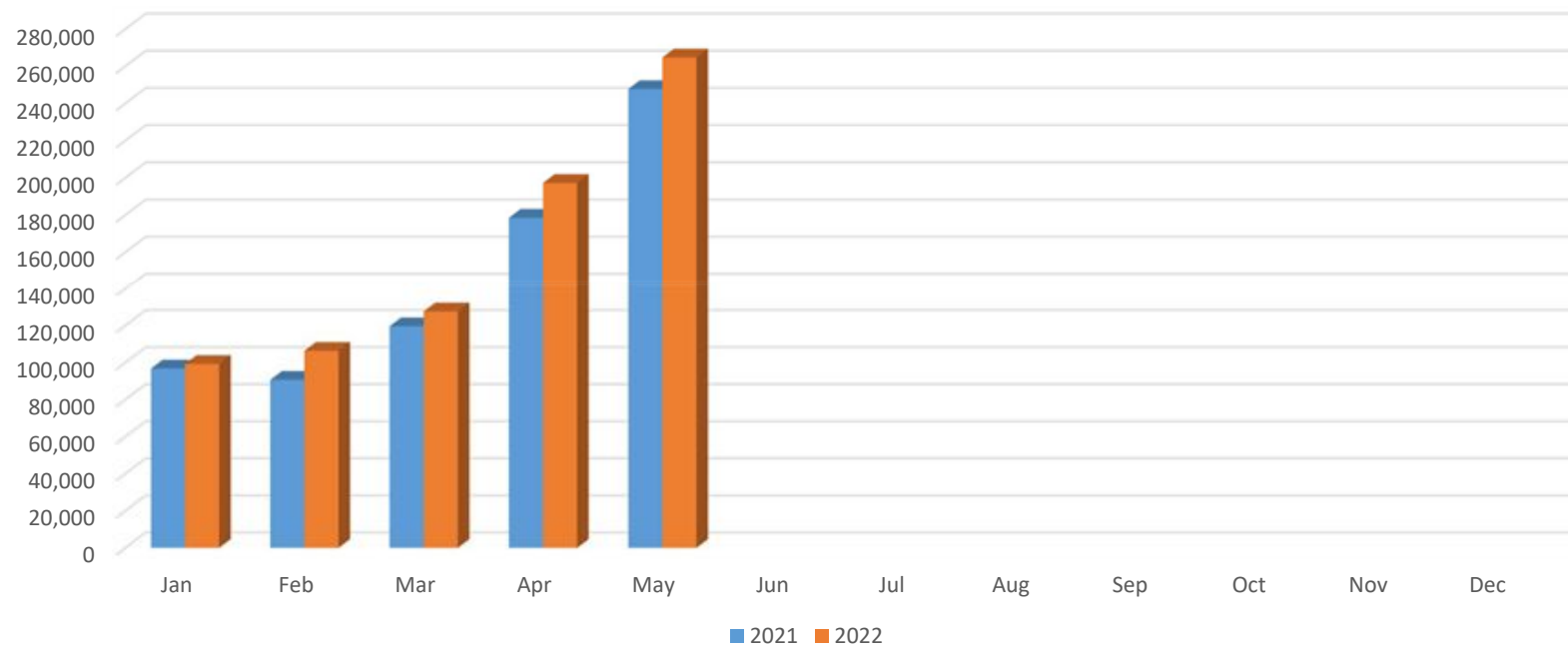
# Business Summary – May 2022

Board Meeting 07-19-2022

## Passengers Carried – May 2022 vs. 2021

		Monthly Variance vs. 2021	Monthly % Difference vs. 2021			Y-T-D Variance vs. 2021	Y-T-D % Difference vs. 2021
Martha's Vineyard Route	↑	15,414	7.8%		↑	52,855	8.6%
Nantucket Regular Ferry	↑	1,938	9.6%		↑	228	0.3%
Nantucket Fast Ferry	↓	- 386	- 1.3%		↑	8,889	19.7%
Nantucket Route Subtotal	↑	1,552	3.2%		↑	9,117	7.5%
<b>Total Passengers</b>	↑	<b>16,966</b>	<b>6.8%</b>		↑	<b>61,972</b>	<b>8.5%</b>

## Passengers Carried 2021 - 2022

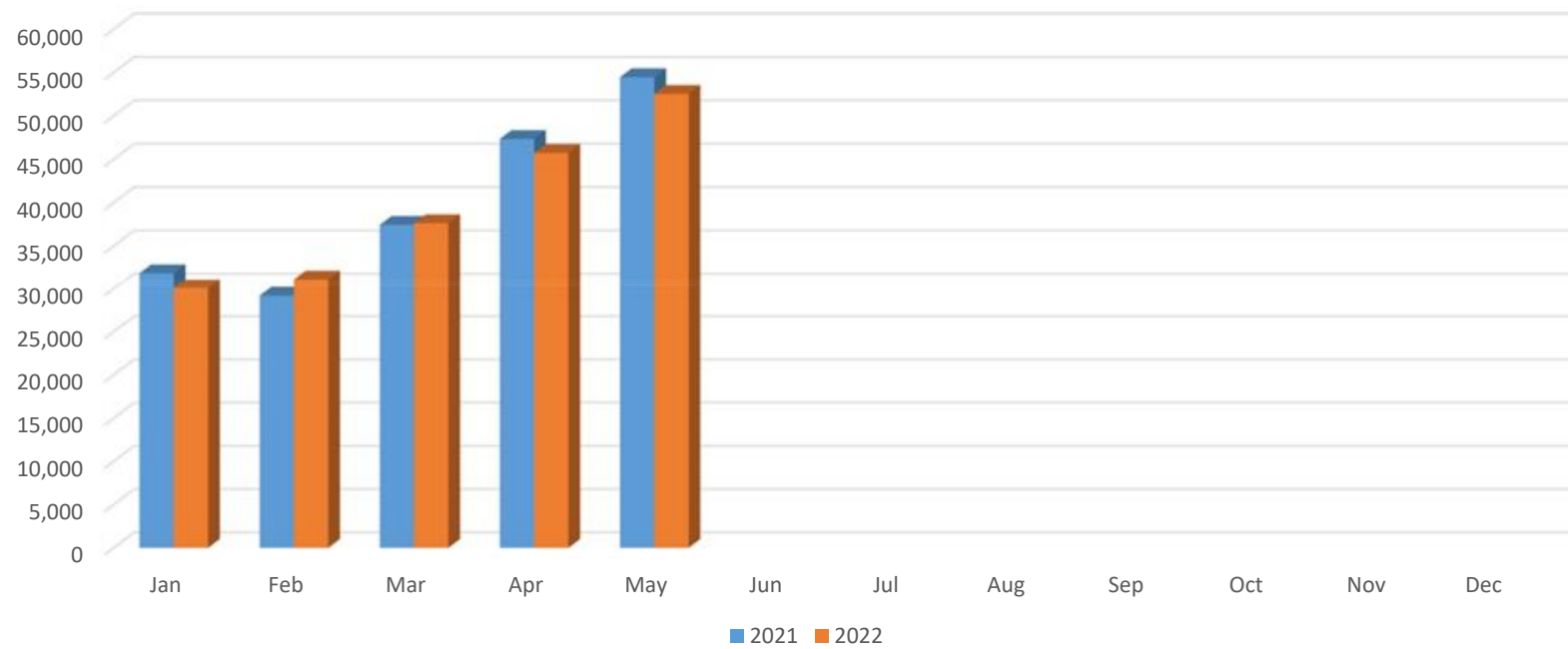


## Vehicles Less than 20 ft. Carried – May 2022 vs. 2021

		Monthly Variance vs. 2021	Monthly % Difference vs. 2021		Y-T-D Variance vs. 2021	Y-T-D % Difference vs. 2021
<b>Martha's Vineyard Route</b>						
Standard Fare Autos	↓	- 2,201	- 8.5%	↓	- 8,174	- 10.7%
Standard Fare Trucks	↓	- 161	- 3.3%	↓	- 723	- 3.9%
Excursion Fare Autos	↑	608	4.9%	↑	4,976	8.6%
Excursion Fare Trucks	↑	269	7.9%	↑	809	4.8%
<b>Total – Martha's Vineyard</b>	↓	<b>- 1,485</b>	<b>- 3.2%</b>	↓	<b>- 3,112</b>	<b>- 1.8%</b>
<b>Nantucket Route</b>						
Standard Fare Autos	↓	- 420	- 8.8%	↓	- 896	- 7.2%
Standard Fare Trucks	↓	- 67	- 6.2%	↓	- 45	- 1.0%
Excursion Fare Autos	↑	3	0.2%	↑	682	8.1%
Excursion Fare Trucks	↑	46	7.1%	↑	212	5.6%
<b>Total – Nantucket</b>	↓	<b>- 438</b>	<b>- 5.5%</b>	↓	<b>- 47</b>	<b>- 0.2%</b>
<b>Total Vehicles Less Than 20'</b>	↓	<b>- 1,923</b>	<b>- 3.5%</b>	↓	<b>- 3,159</b>	<b>- 1.6%</b>



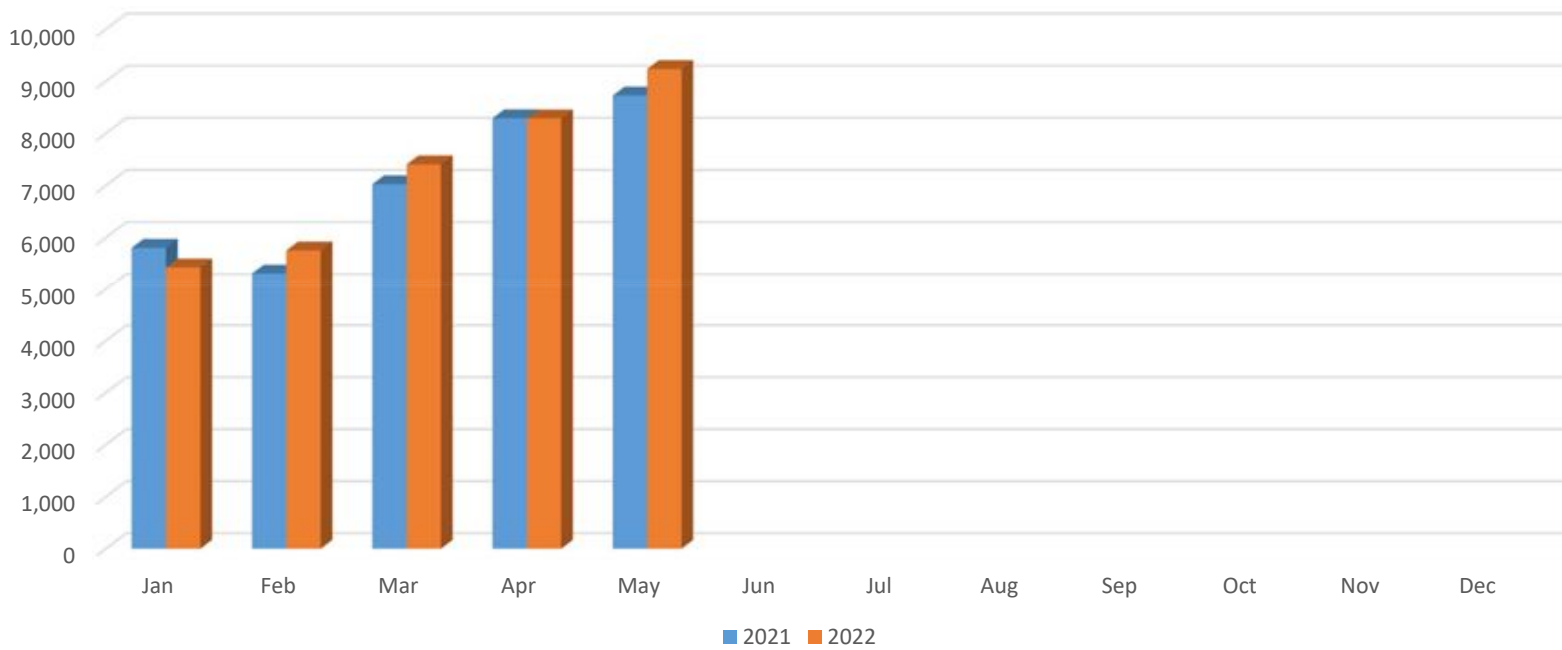
## Vehicles Less than 20 Feet Carried 2021 - 2022



## Freight Trucks (Trucks 20 ft and over) Carried May 2022 vs. 2021

		Monthly Variance vs. 2021	Monthly % Difference vs. 2021			Y-T-D Variance vs. 2021	Y-T-D % Difference vs. 2021
Martha's Vineyard Route	↑	381	7.3%		↑	558	2.6%
Nantucket Route	↑	128	3.7%		↑	394	2.9%
<b>Total Trucks</b>	↑	<b>509</b>	<b>5.8%</b>		↑	<b>952</b>	<b>2.7%</b>

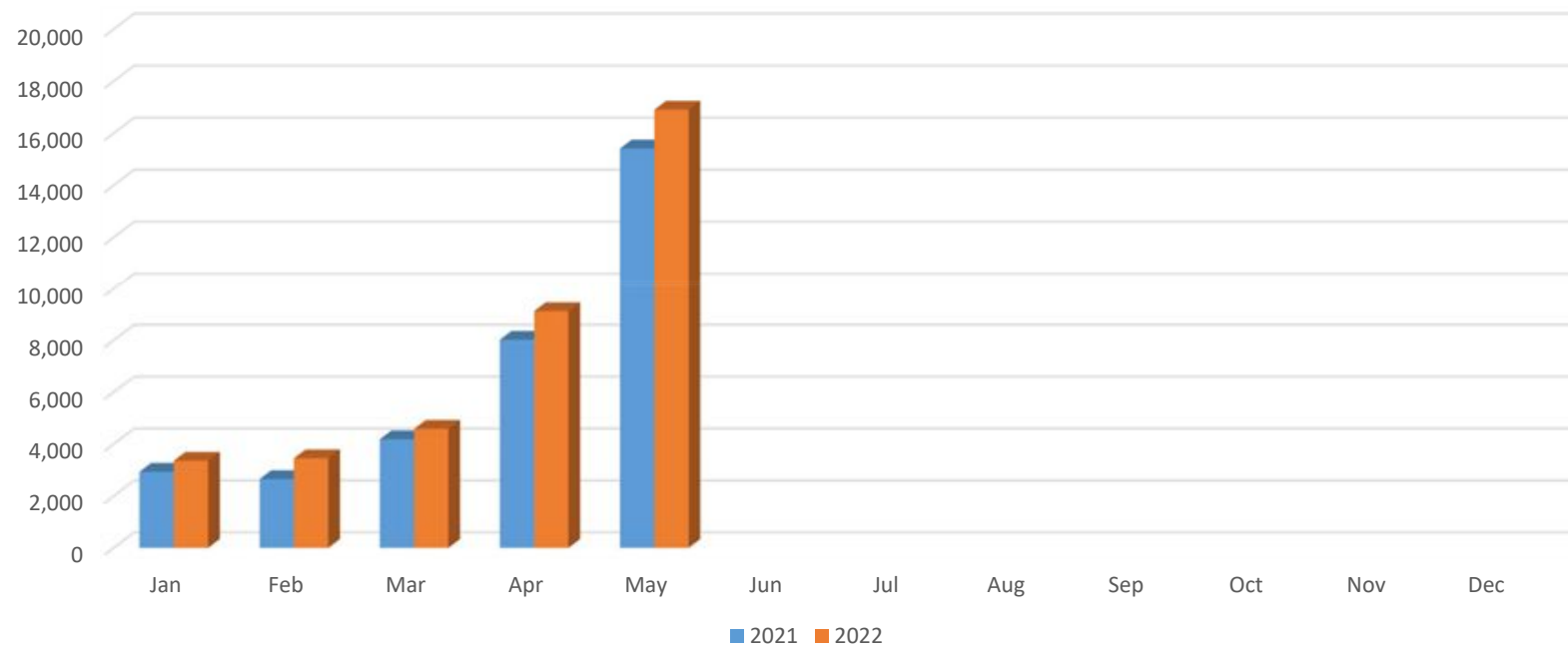
## Trucks (20 Feet & Over) Carried 2021 - 2022



## Cars Parked— May 2022 vs. 2021

		Monthly Variance vs. 2021	Monthly % Difference vs. 2021			Y-T-D Variance vs. 2021	Y-T-D % Difference vs. 2021
Martha's Vineyard Route	↑	1,791	15.0%		↑	4,294	16.2%
Nantucket Route	↓	- 299	- 8.5%		↓	- 69	- 1.0%
<b>Total Cars Parked</b>	↑	<b>1,492</b>	<b>9.7%</b>		↑	<b>4,225</b>	<b>12.7%</b>

## Cars Parked 2021 - 2022



# Trip Summary Report

	Scheduled		Cancelled for				
MV Route	Budgeted	Available	Mechanical	Weather	Traffic	Unscheduled	Total
May	1,424	44	- 14	- 9	- 3	0	1,442
YTD	6,196	63	- 29	- 116	- 96	4	6,022
NT Route	Budgeted	Available	Mechanical	Weather	Traffic	Unscheduled	Total
May	822	8	- 16	- 42	- 2	1	771
YTD	2,674	24	- 24	- 111	- 38	14	2,533
Total	Budgeted	Available	Mechanical	Weather	Traffic	Unscheduled	Total
May	2,246	52	- 30	- 51	- 5	1	2,213
YTD	8,870	87	- 53	- 227	- 134	18	8,555

# Financial Snapshot



## May

- Operating Revenue of **\$12,326,398** was **higher** than budget by **\$93,764**
- Other Income of **\$124,988** was **higher** than budget by **\$37,237**
- Operating Expenses of **\$9,813,643** was **lower** than budget by **\$184,131**
- Income Deductions of **\$145,664** was **lower** than budget by **\$8,048**
- Net Operating Income of **\$2,492,079** was **higher** than budget by **\$323,180**

## January – May

- Operating Revenue of **\$37,182,532** was **higher** than budget by **\$631,850**
- Other Income of **\$1,313,151** was **lower** than budget by **\$477,053**
- Operating Expenses of **\$46,692,465** was **lower** than budget by **\$874,002**
- Income Deductions of **\$782,751** was **lower** than budget by **\$21,585**
- Net Operating Loss of **\$8,979,533** was **lower** than budget by **\$1,050,384**

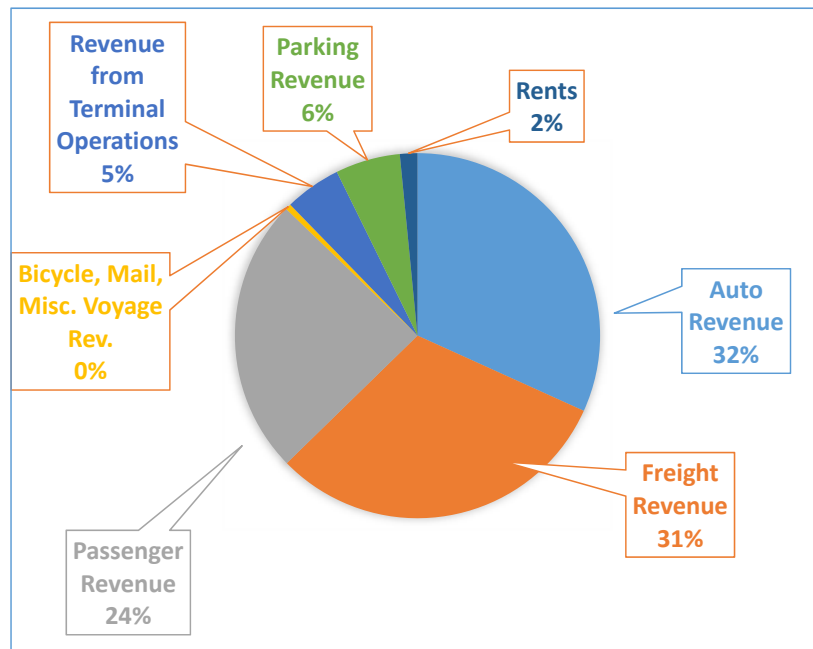
## Operating Revenues – May 2022 vs. Budget

		Monthly Variance vs. Budget	Monthly % Difference vs. Budget		Y-T-D Variance vs. Budget	Y-T-D % Difference vs. Budget
Waterline Revenues						
Automobile Revenue	↓	\$ - 448,662	- 10.3%	↓	\$ - 979,913	- 9.0%
Freight Revenue	↑	137,729	3.7%	↑	135,394	0.9%
Passenger Revenue	↑	97,819	3.3%	↑	340,941	4.2%
Misc. Voyage Revenue	↑	8,217	14.4%	↑	10,962	8.5%
Term. Oper. Revenue	↑	136,948	28.7%	↑	739,435	55.5%
Parking Revenue	↑	82,410	13.2%	↑	169,317	15.3%
Rent Revenue	↑	79,303	71.6%	↑	215,714	46.1%
<b>Total Operating Revenue</b>	↑	<b>\$ 93,764</b>	<b>0.8%</b>	↑	<b>\$ 631,850</b>	<b>1.7%</b>
<b>Total Other Income</b>	↑	<b>\$ 37,237</b>	<b>42.4%</b>	↓	<b>\$ - 477,053</b>	<b>- 26.6%</b>
<b>Total Operating &amp; Other</b>	↑	<b>\$ 131,001</b>	<b>1.1%</b>	↑	<b>\$ 154,797</b>	<b>0.4%</b>

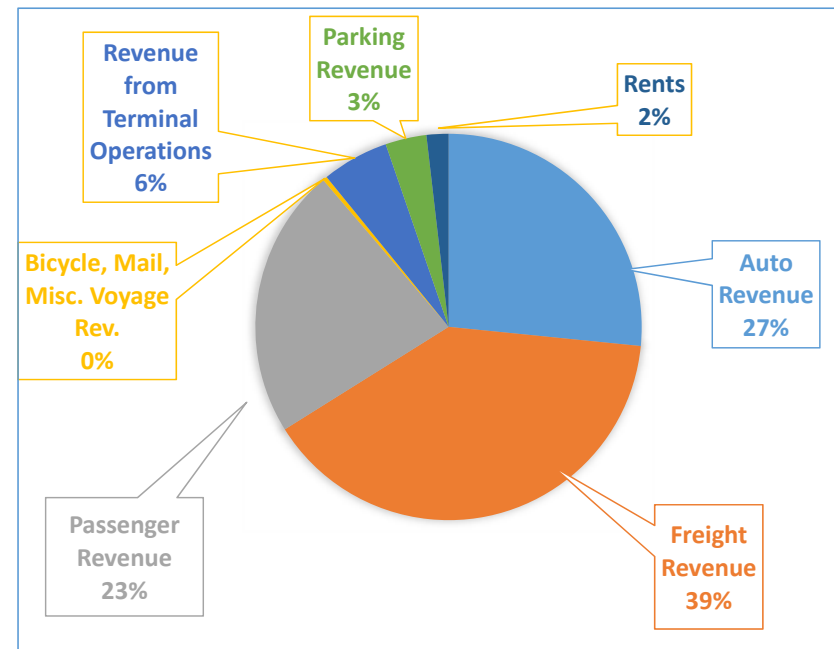


# Operating Revenues - 2022

**May**



**January - May**

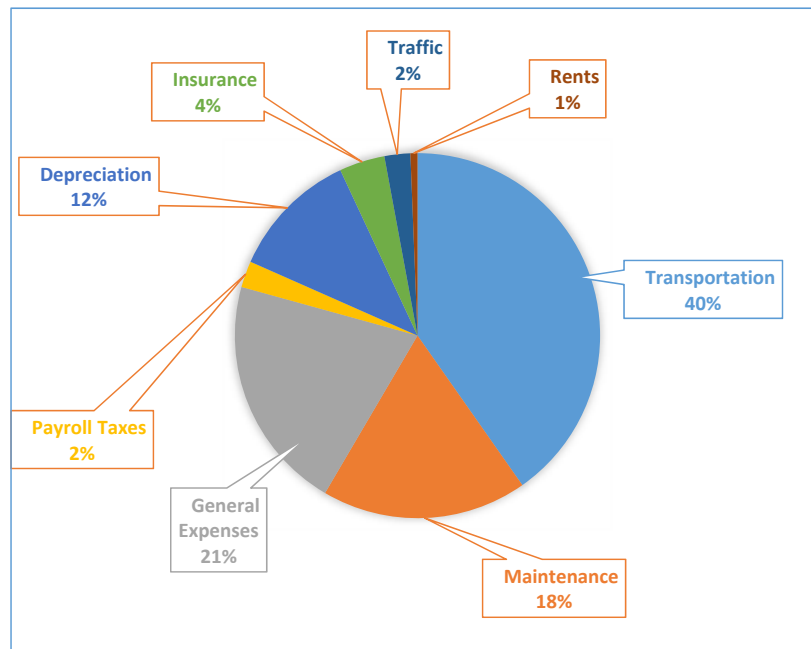


## Operating Expenses – May 2022 vs. Budget

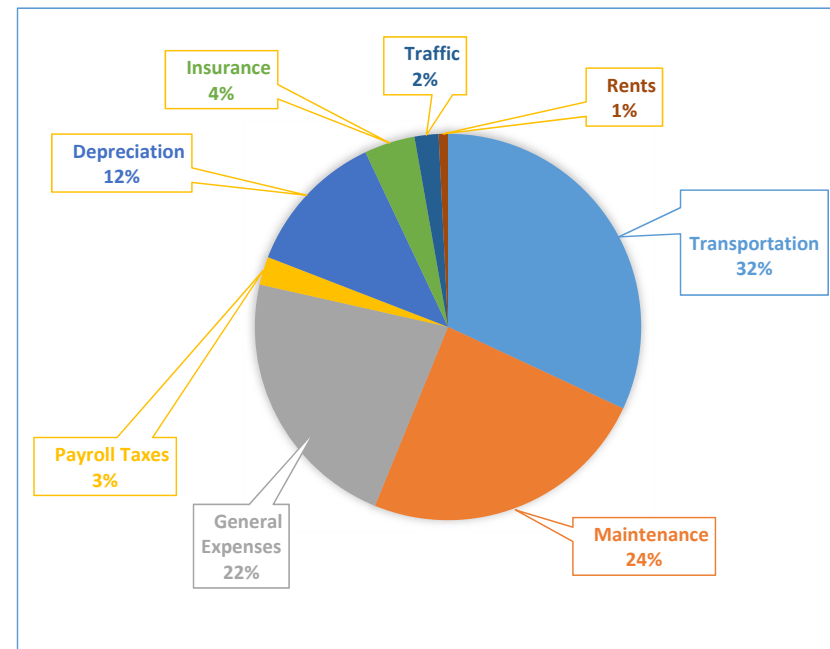
		Monthly Variance vs. Budget	Monthly % Difference vs. Budget		Y-T-D Variance vs. Budget	Y-T-D % Difference vs. Budget
Waterline Expenses						
Maintenance	↑	75,360	4.4%	↑	216,133	1.9%
Depreciation	↓	- 60,941	- 5.2%	↓	- 206,190	- 3.5%
Vessel Operations	↑	355,090	14.4%	↑	397,907	4.2%
Terminal Operations	↑	3,967	0.4%	↑	376,391	8.0%
Traffic Expense	↓	- 128,820	- 36.4%	↓	- 204,097	- 17.9%
General Expense	↓	- 346,507	- 14.5%	↓	- 1,399,493	- 11.8%
Insurance	↑	776	0.2%	↑	10,685	0.5%
Rents	↑	4,248	7.5%	↑	8,626	2.4%
Payroll Taxes	↓	- 87,304	- 27.6	↓	- 73,963	- 6.3%
<b>Total Operating Expenses</b>	↓	<b>\$ - 184,131</b>	<b>- 1.8%</b>	↓	<b>\$ - 874,002</b>	<b>- 1.8%</b>
<b>Total Other Expenses</b>	↓	<b>\$ - 8,048</b>	<b>- 5.2%</b>	↓	<b>\$ - 21,585</b>	<b>- 2.7%</b>
<b>Total Operating &amp; Other</b>	↓	<b>\$ - 192,179</b>	<b>- 1.9%</b>	↓	<b>\$ - 895,587</b>	<b>- 1.9%</b>

# Operating Expenses - 2022

**May**



























**January – May**



## Passengers Carried – June 2022 vs. June 2021

		Monthly Variance	Monthly % Difference			Y-T-D Variance	Y-T-D % Difference
Martha's Vineyard Route	↑	17,034	7.1%		↑	69,889	8.2%
Nantucket Regular Ferry	↓	- 446	- 2.1%		↓	- 218	- 0.2%
Nantucket Fast Ferry	↑	6,309	17.9%		↑	15,198	18.9%
Nantucket Route Subtotal	↑	5,863	10.5%		↑	14,980	8.4%
<b>Total Passengers</b>	↑	<b>22,897</b>	<b>7.7%</b>		↑	<b>84,869</b>	<b>8.2%</b>

## Vehicles Carried – June 2022 vs. June 2021

		Monthly Variance	Monthly % Difference			Y-T-D Variance	Y-T-D % Difference
<b>Martha's Vineyard Route</b>							
Automobiles - Regular		- 2,992	- 8.4%			- 11,166	- 9.9%
Automobiles – Excursion		1,368	14.3%			6,344	9.4%
Pickup Trucks – Regular		27	0.6%			- 696	- 2.8%
Pickup Trucks – Excursion		282	11.3%			1,091	5.7%
20 Feet & Over Trucks		227	3.8%			785	2.9%
<b>Total – Martha's Vineyard</b>		<b>- 1,088</b>	<b>- 1.9 %</b>			<b>- 3,642</b>	<b>- 1.5 %</b>
<b>Nantucket Route</b>							
Automobiles – Regular		- 679	- 11.4%			- 1,575	- 8.6%
Automobiles – Excursion		114	13.1%			796	8.6%
Pickup Trucks – Regular		33	4.2%			- 12	- 0.2%
Pickup Trucks – Excursion		90	22.4%			302	7.2%
20 Feet & Over Trucks		240	6.7%			634	3.7%
<b>Total - Nantucket</b>		<b>- 202</b>	<b>- 1.7%</b>			<b>145</b>	<b>0.3%</b>

# Agenda Item # 4 b) Update of Fuel Hedge Program

## To Follow

# STAFF SUMMARY

Date: July 11, 2022

File# A-672



TO:		FOR:		FROM:
X	General Manager	X	Vote	Dept.: Accounting & Finance
X	Board Members		Information	Author: Mark K. Rozum
				Subject: Appointment of RSM LLP as the Authority's Independent Auditors

## **PURPOSE:**

To request the Members approve the reappointment of RSM US LLP as the Authority's independent auditors for the years ending December 31, 2022, 2023 & 2024.

## **BACKGROUND:**

Attached please find a letter from RSM US LLP (RSM) setting forth the scope of service to be provided and their proposed fee for the audit of 2022 activity. The proposed fee for fiscal year 2022 of \$145,000 includes both the annual audit, as well as a Circular No. A-133 Audit, and represents an increase of \$5,500 (the 2021 fee was \$139,500) compared to last year's fees.

The RSM proposed audit plan for 2022 would be similar to this year's scope of services and would include an in-depth review of the Authority's general computer controls and procedures. The general scope of services includes the complexities of the Governmental Accounting Standards Board pronouncements related to pension liabilities as well as other postemployment benefits (OPEB).

Ten years ago, the Authority issued a Request for Proposals for Auditing Services and RSM was the consensus top ranked proponent for non-price criteria and for the overall proposal. While RSM has audited the Authority's activities these past ten years, the firm has a personnel rotation policy that provides the highest level of client services with the least amount of disruption to the Authority. In addition, the periodic rotation of personnel along with the review of audit findings by a concurring partner within the firm provides the Authority with a change in perspective without the need to change audit firms. In addition, RSM is subject to peer review on an ongoing basis.

It should be noted that Non-Federal entities that expend \$750,000 or more in a year in Federal awards are required to have a single or program-specific audit conducted for that year in accordance with the provisions of the U.S. Office of Management and Budget ("OMB") Compliance Supplement and the provisions of the Single Audit Act; Subpart F of Title 2 U.S. CFR Part 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards". The Federal grants awarded to the Steamship Authority are expected to exceed this threshold for all three years of the proposed agreement. This additional audit requirement has been included in the scope of services required for this engagement.

RSM has submitted a price proposal for audit services that include the pricing with and without the single audit for 2022, 2023 and 2024. The price proposal for these services for the fiscal year ending December 31, 2019 was \$128,500; for the fiscal year ending December 31, 2020 was \$134,000 and for the fiscal year ending December 31, 2021 was \$139,500. Under the new three-year agreement, RSM has proposed for the fiscal year ending December 31, 2022 a total fee of \$145,500; for the fiscal year ending December 31, 2023 a total fee of \$150,800 (or \$133,500 if no single audit is required) and for the fiscal year ending December 31, 2024 a total fee of \$156,900 (or \$138,900 if no single audit is required).

The Port Council at their July meeting voted to recommend the reappointment of RSM US LLP as the Authority's independent auditors for the years ending December 31, 2022, 2023 & 2024.

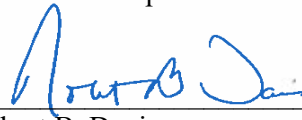
**RECOMMENDATION:**

That the Members vote to reappoint RSM US, LLP as the Authority's independent auditors to provide a comprehensive financial audit and related services for the fiscal year ending December 31, 2022 for a total fee of \$145,000; for the fiscal year ending December 31, 2023 for a total fee of \$150,800 (or \$133,500 if no single audit is required) and for the fiscal year ending December 31, 2024 for a total fee of \$156,900 (or \$138,900 if no single audit is required).



Mark K. Rozum  
Treasurer/Comptroller

APPROVED:



Robert B. Davis  
General Manager



# STAFF SUMMARY

Date: 19 July 2022

File# MO 2022-08



TO:		FOR:		FROM:
X	General Manager	X	Vote	Dept.: Marine Operations
				Author: Mark H. Amundsen
X	Board Members		Information	Subject: Contract No. 12-2022, "Dry-Dock and Overhaul Services for the <i>M/V Eagle</i> "

## PURPOSE:

To request the Members to authorize the General Manager to award Contract No. 12-2022, "Dry-dock and Overhaul Services for the *M/V Eagle*", to the lowest eligible and responsible bidder, Senesco Marine LLC of North Kingston, RI for a Total Contract Price of \$1,140,491.00.

## BACKGROUND:

The *MV Eagle* is scheduled to enter shipyard availability from 23 October 2022 – 6 December 2022 to undergo a required United States Coast Guard hull exam; rudder, propeller and shaft maintenance, bow thruster maintenance, coating maintenance on underwater and superstructure areas and sea valve examination. Also, hull plate renewal and installation of a new potable water UV treatment system. There will also be passenger deck seating replacements and ceiling replacements.

The 2022 Operating Budget estimate for Contract No. 12-2022 "Dry-dock and Overhaul Services for the *MV Eagle*", including the above mentioned items, was \$ 1,344,435.

Drawings and specifications were sent to twelve (13) shipyards. Two (2) responsive bids were received.

## RECOMMENDATION:

To authorize the General Manager to award Contract No. 12-2022, "Dry-dock and Overhaul Services for the *M/V Eagle*", to the lowest eligible and responsible bidder, Senesco Marine LLC of North Kingston, RI for a Total Contract Price of \$ 1,140,491.00.

Mark H. Amundsen  
Director of Marine Operations

APPROVED:   
Robert B. Davis  
General Manager

Attachments