



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

*Our mission is to operate a safe, effective, and reliable transportation system for the islands of Martha's Vineyard and Nantucket with a commitment to sustainability, accessibility, our port communities, and public engagement.*

**Posted April 15, 2021 9:00 AM**

### **STEAMSHIP AUTHORITY**

**Tuesday, April 20, 2021 – 9:30 AM**

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

NOTE: Due to ongoing concerns regarding COVID-19, the Steamship Authority meeting room will be CLOSED TO THE PUBLIC during this session. 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**

- 1) **Minutes** –
  - a) Approval of the Minutes of the March 16, 2021 Meeting in Public Session
  - b) Approval of the Minutes of the March 24, 2021 Meeting in Public Session
- 2) **Port Council Report on their April 7, 2021 Meeting**
- 3) **General Manager's Report**
  - a) COVID-19
  - b) Results of Operations – Business Summary for the Month of February 2021
  - c) Updates on Current Projects
    - i) Woods Hole Terminal Reconstruction Project (Marine and Landside)
    - ii) M/V Governor Dry Dock Update
    - iii) SQMS Status
    - iv) Website Update/Redesign

- d) Report on the M/V Iyanough Pre-Season Ticket Book Sales
- e) Report on Funding Provisions of the Enabling Act
- f) Status Report on Long-Range Task Force and the Traffic Mitigation Working Group
- 4) Treasurer/Comptroller's Report
  - a) Report on Employee Wages by Zip Code
  - b) Proposed Memorandum of Understanding Between Cape Cod Regional Transit Authority and the Woods Hole, Martha's Vineyard and Nantucket Steamship Authority Relative to Prospective Federal Funding Under the Coronavirus Response and Relief Supplemental Appropriations Act
- 5) Procurement
  - a) Request for Authorization to Award Contract No. 08-2021, "Dry-Dock and Overhaul Services for the M/V Gay Head
  - b) Request for Authorization to Execute Change Order No. 144 for Contract No. 16-2017, "Woods Hole Ferry Terminal Reconstruction – Waterside" with Jay Cashman, Inc.
  - c) Request for Authorization to Execute Change Order No. 145 for Contract No. 16-2017, "Woods Hole Ferry Terminal Reconstruction – Waterside" with Jay Cashman, Inc.
  - d) Request for Authorization to Execute Change Order No. 1 for Contract No. 12-2018, "Supply and Deliver Two (2) MTU 12V4000 Short Block Assemblies and Associated "O" Rings, Bearings, and Other Miscellaneous Parts" with Stewart & Stevenson Power Products LLC
- 6) Old/New Business
- 7) Items Not Reasonably Anticipated by the Chair
- 8) Public Comment

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

**STEAMSHIP AUTHORITY**  
**Tuesday, April 20, 2021 – 9:30 AM**

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

**EXECUTIVE SESSION MEETING AGENDA**

- 1) **Minutes** – Approval of the Minutes of the March 16, 2021 Meeting in Executive Session.
- 2) **Litigation**
  - a) Litigation - DDS Industries, Inc. vs. G&R Construction Inc. and Berkley Insurance Company, et al; Civil Action No.1872CV00408, Barnstable Superior Court.
  - b) Litigation - In re: Woods Hole, Martha's Vineyard and Nantucket Steamship Authority; Civil Action No. 17-cv-12473-NMG; U.S. District Court for the District of Massachusetts.
- 3) **Collective Bargaining Matters**
  - a) Negotiations with Teamsters Union Local 59 and the Maintenance Employees Bargaining Unit.



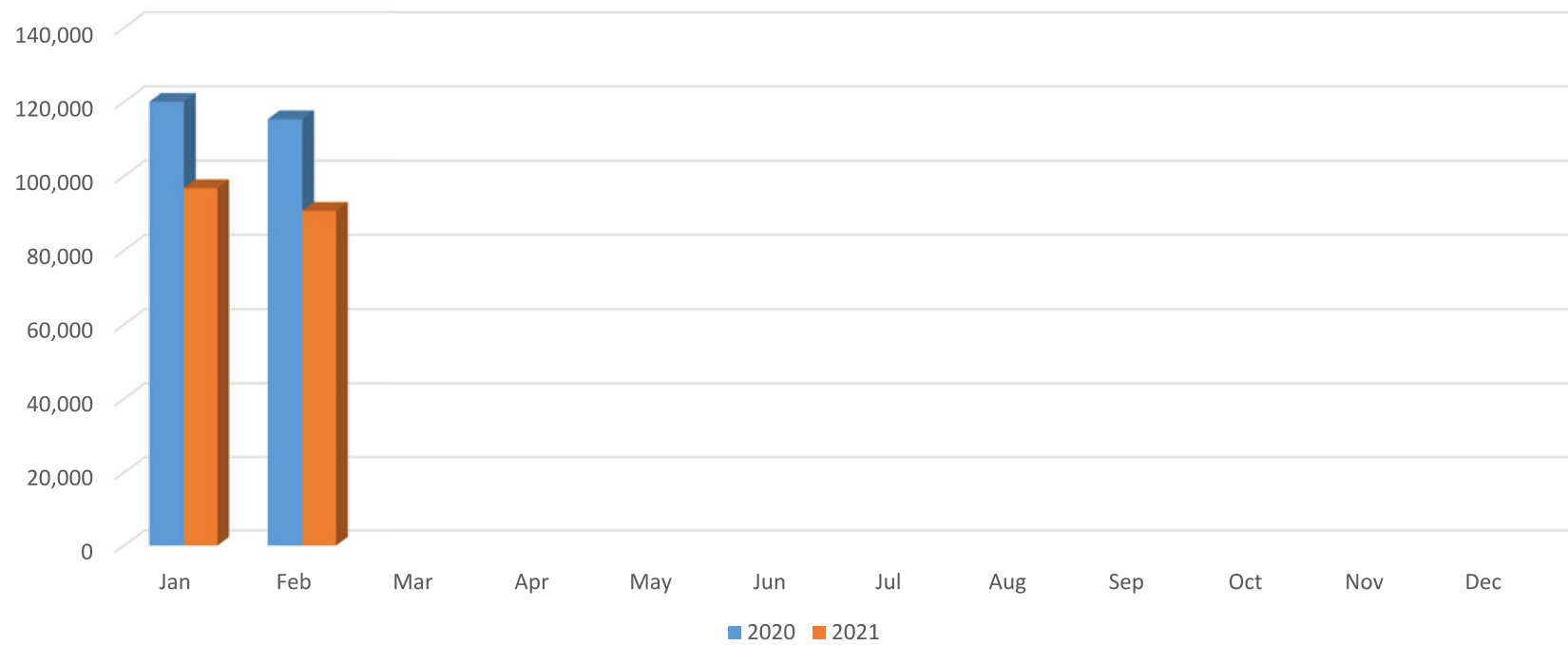
# Business Summary – February 2021

Board Meeting 04-20-2021

## Passengers Carried – February 2021 vs. 2020

		Monthly Variance vs. Prior Year	Monthly % Difference vs. Prior Year			Y-T-D Variance vs. Prior Year	Y-T-D % Difference vs. Prior Year
Martha's Vineyard Route	↓	- 24,477	- 23.6%		↓	- 46,497	- 22.1%
Nantucket Regular Ferry	↓	- 208	-1.8%		↓	- 720	- 3.0%
Nantucket Fast Ferry		0	0.0%		↓	- 750	- 52.7%
Nantucket Route Subtotal	↓	- 208	- 1.8%		↓	-1,470	- 5.8%
<b>Total Passengers</b>	↓	<b>- 24,685</b>	<b>- 21.4%</b>		↓	<b>- 47,967</b>	<b>- 20.4%</b>

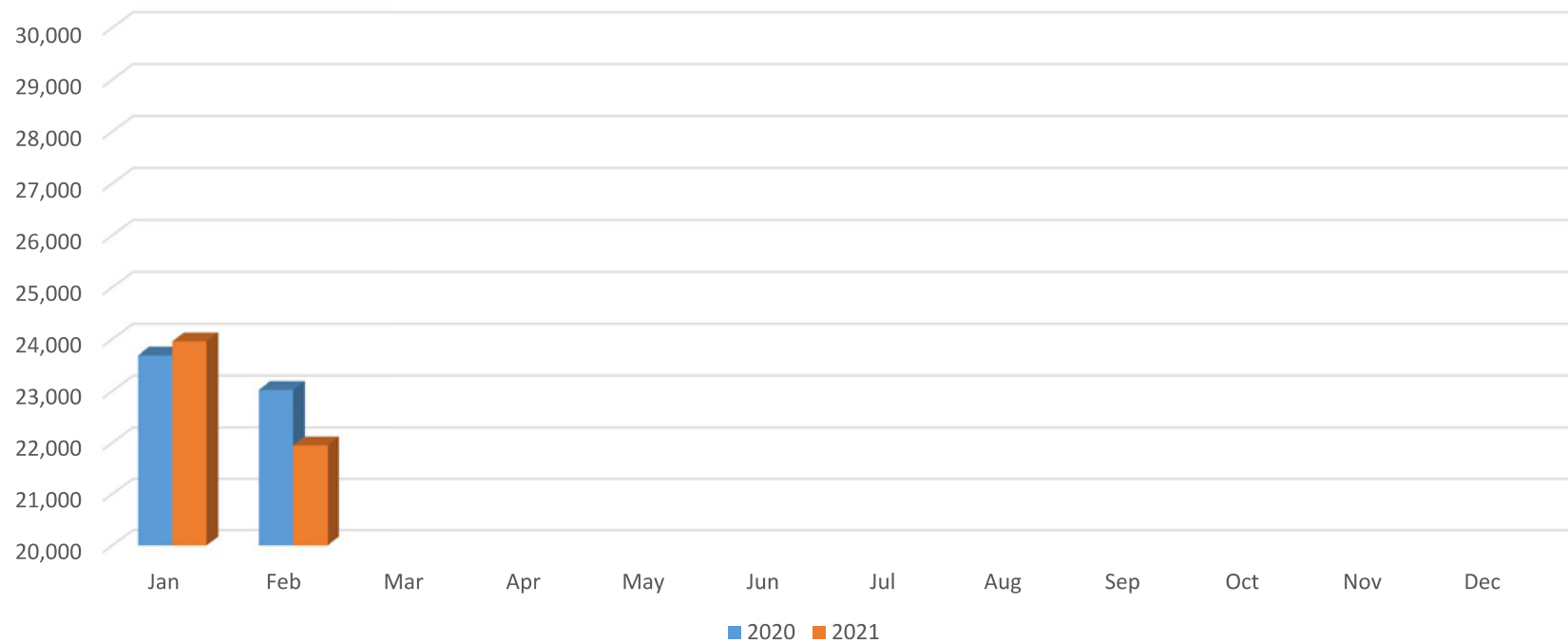
## Passengers Carried 2020 - 2021



## Automobiles Carried – February 2021 vs. 2020

		Monthly Variance vs. Prior Year	Monthly % Difference vs. Prior Year			Y-T-D Variance vs. Prior Year	Y-T-D % Difference vs. Prior Year
Martha's Vineyard Route							
Standard Fare	↑	1,261	16.0%	↑		3,672	23.0%
Excursion Fare	↓	- 2,696	- 21.4%	↓		- 5,215	- 20.4%
Total – Martha's Vineyard	↓	- 1,435	- 7.0%	↓		- 1,543	- 3.7%
Nantucket Route							
Standard Fare	↑	417	53.5%	↑		1,001	60.9%
Excursion Fare	↓	- 55	- 3.1%	↓		- 259	- 7.3%
Total - Nantucket	↑	362	14.3%	↑		742	14.3%
Total Automobiles	↓	- 1,073	- 4.7%	↓		- 801	- 1.7%

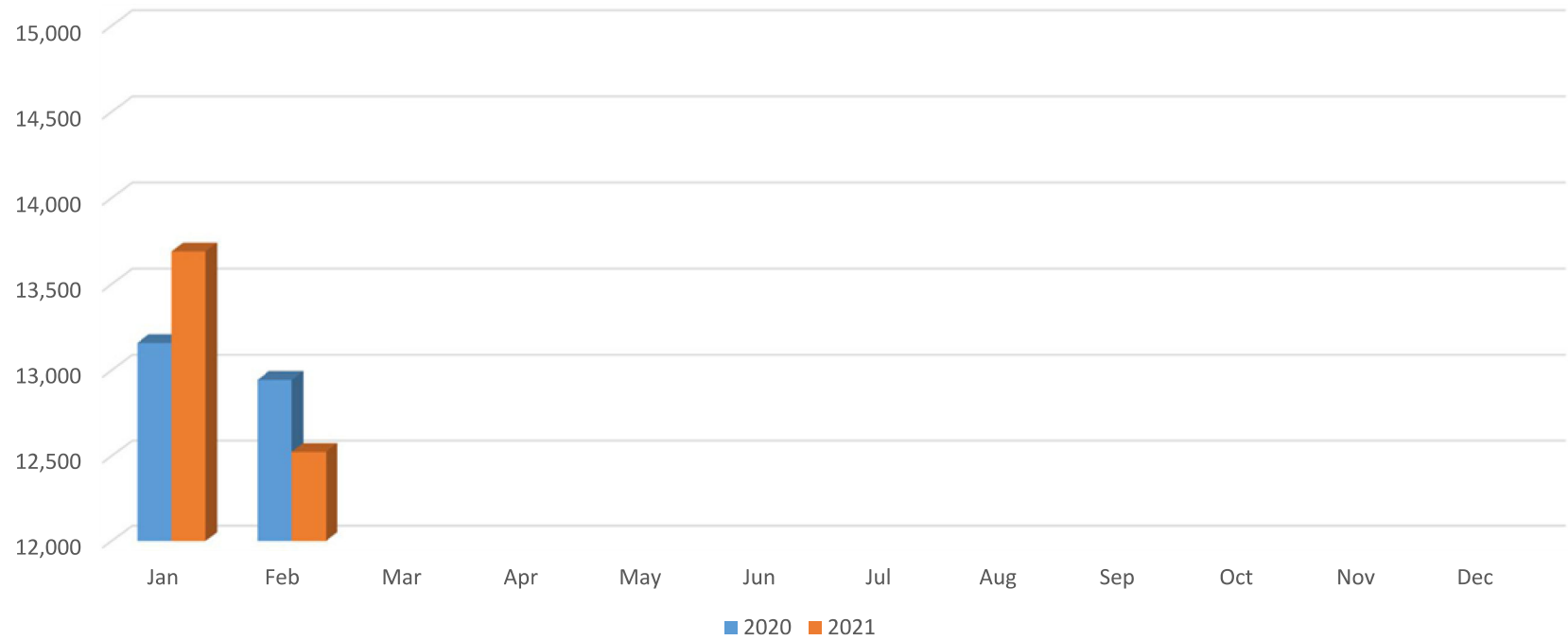
## Automobiles Carried 2020 - 2021



## Trucks Carried – February 2021 vs. 2020

		Monthly Variance vs. Prior Year	Monthly % Difference vs. Prior Year			Y-T-D Variance vs. Prior Year	Y-T-D % Difference vs. Prior Year
<b>Martha's Vineyard Route</b>							
Standard Fare	↑	36	1.2%		↑	565	9.6%
Excursion Fare	↓	- 405	- 12.6%		↓	- 693	- 10.7%
20 Feet & Over	↓	- 13	- 0.4%		↑	145	2.1%
<b>Total – Martha's Vineyard</b>	↓	<b>- 382</b>	<b>- 4.0%</b>		↑	<b>17</b>	<b>0.1%</b>
<b>Nantucket Route</b>							
Standard Fare	↓	-56	- 8.5%		↑	16	1.2%
Excursion Fare	↓	- 77	- 9.0%		↓	- 71	- 4.4%
20 Feet & Over	↑	95	4.9%		↑	150	3.7%
<b>Total - Nantucket</b>	↓	<b>- 38</b>	<b>- 1.1%</b>		↑	<b>95</b>	<b>1.4%</b>
<b>Total Trucks</b>	↓	<b>- 420</b>	<b>-3.2%</b>		↑	<b>112</b>	<b>0.4%</b>

## Trucks Carried 2020 - 2021

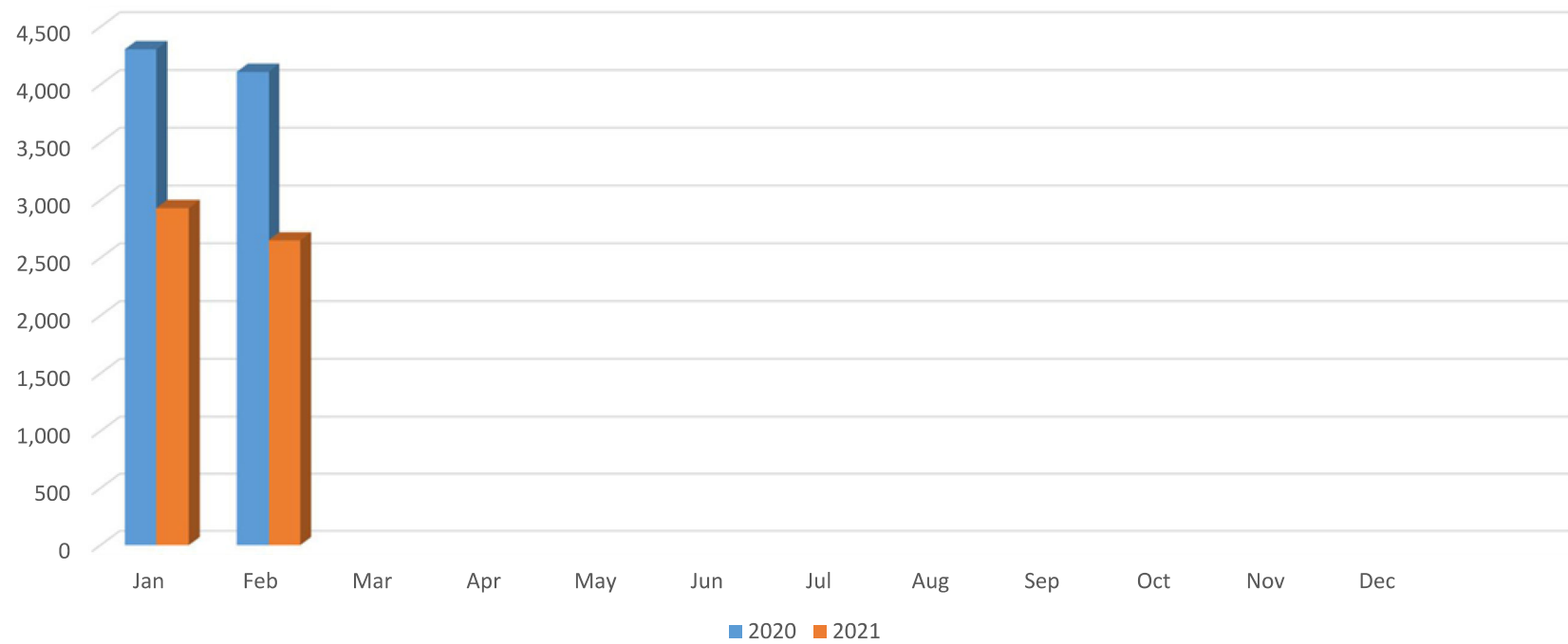


## Cars Parked– February 2021 vs. 2020

		Monthly Variance vs. Prior Year	Monthly % Difference vs. Prior Year			Y-T-D Variance vs. Prior Year	Y-T-D % Difference vs. Prior Year
Martha's Vineyard Route	↓	- 1,390	- 36.9%		↓	- 2,621	- 34.9%
Nantucket Route	↓	- 69	- 20.1%		↓	- 213	- 23.8%
<b>Total Cars Parked</b>	↓	<b>- 1,459</b>	<b>- 35.5%</b>		↓	<b>- 2,834</b>	<b>- 33.7%</b>



## Cars Parked 2020 - 2021



# Trip Summary Report

		Cancelled for				
MV Route	Scheduled	Mechanical	Weather	Traffic	Unscheduled	Total
February	1,128	- 3	- 14	- 134	5	982
YTD	2,366	- 11	- 28	- 221	5	2,111
NT Route	Scheduled	Mechanical	Weather	Traffic	Unscheduled	Total
February	308	0	- 14	- 8	0	286
YTD	654	- 2	- 32	- 16	18	622
Total	Scheduled	Mechanical	Weather	Traffic	Unscheduled	Total
February	1,436	- 3	- 28	- 142	0	1,268
YTD	3,020	- 13	- 60	- 237	23	2,733

# Financial Snapshot



## February

- Operating Revenue of **\$4,278,985** was **lower** than budget by **\$96,929**
- Other Income of **\$212,781** was **higher** than budget by **\$36,826**
- Operating Expenses of **\$8,267,763** was **lower** than budget by **\$609,981**
- Income Deductions of **\$328,833** was **higher** than budget by **\$1,272**
- Net Operating Loss of **\$4,104,830** was **lower** than budget by **\$548,606**

## January – February

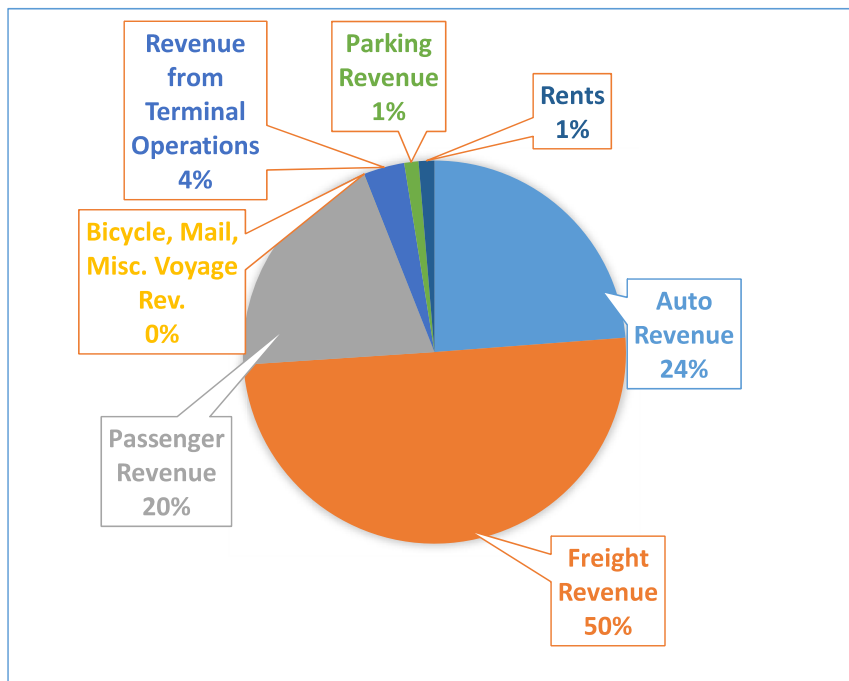
- Operating Revenue of **\$8,975,668** was **lower** than budget by **\$49,322**
- Other Income of **\$425,137** was **higher** than budget by **\$71,205**
- Operating Expenses of **\$16,190,464** was **lower** than budget by **\$1,486,401**
- Income Deductions of **\$688,868** was **higher** than budget by **\$2,497**
- Net Operating Loss of **\$7,478,527** was **lower** than budget by **\$1,505,788**

# Operating Revenues – February 2021 vs. Budget

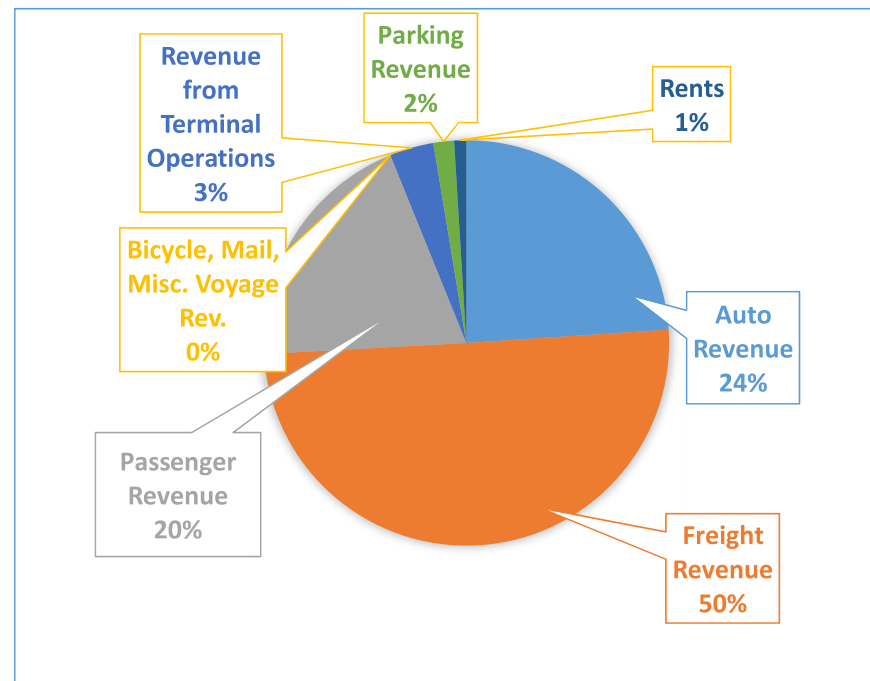
		Monthly Variance vs. Budget	Monthly % Difference vs. Budget		Y-T-D Variance vs. Budget	Y-T-D % Difference vs. Budget
Waterline Revenues						
Automobile Revenue	↑	\$ 28,223	2.8%	↑	\$ 133,829	6.6%
Freight Revenue	↑	87,667	4.3%	↑	262,715	6.2%
Passenger Revenue	↓	- 125,990	- 12.8%	↓	- 241,994	- 12.0%
Misc. Voyage Revenue	↓	- 22,909	- 97.9%	↓	- 47,057	- 97.6%
Term. Oper. Revenue	↓	- 34,332	- 23.2%	↓	- 115,899	- 36.7%
Parking Revenue	↓	- 34,834	- 40.5%	↓	- 27,870	- 15.9%
Rent Revenue	↑	5,245	10.1%	↓	- 13,046	- 13.0%
<b>Total Operating Revenue</b>	↓	<b>\$ - 96,929</b>	<b>1.0%</b>	↓	<b>\$ - 49,322</b>	<b>1.0%</b>
<b>Total Other Income</b>	↑	<b>\$ 36,826</b>	<b>20.9%</b>	↑	<b>\$ 71,205</b>	<b>20.1%</b>
<b>Total Operating &amp; Other</b>	↓	<b>\$ - 60,103</b>	<b>- 1.3%</b>	↑	<b>\$ 21,883</b>	<b>0.2%</b>

# Operating Revenues - 2021

## February



## January - February

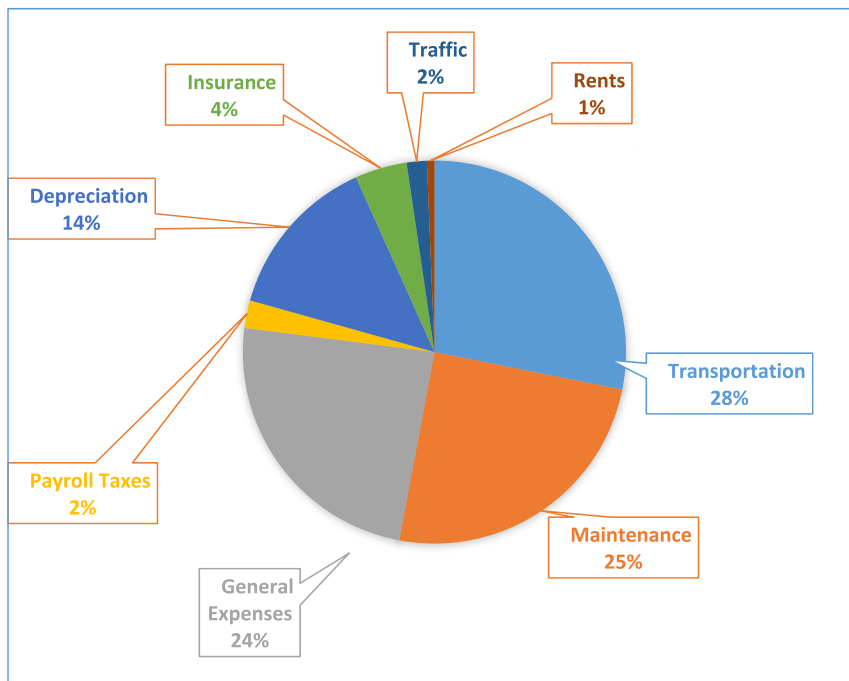


## Operating Expenses – February 2021 vs. Budget

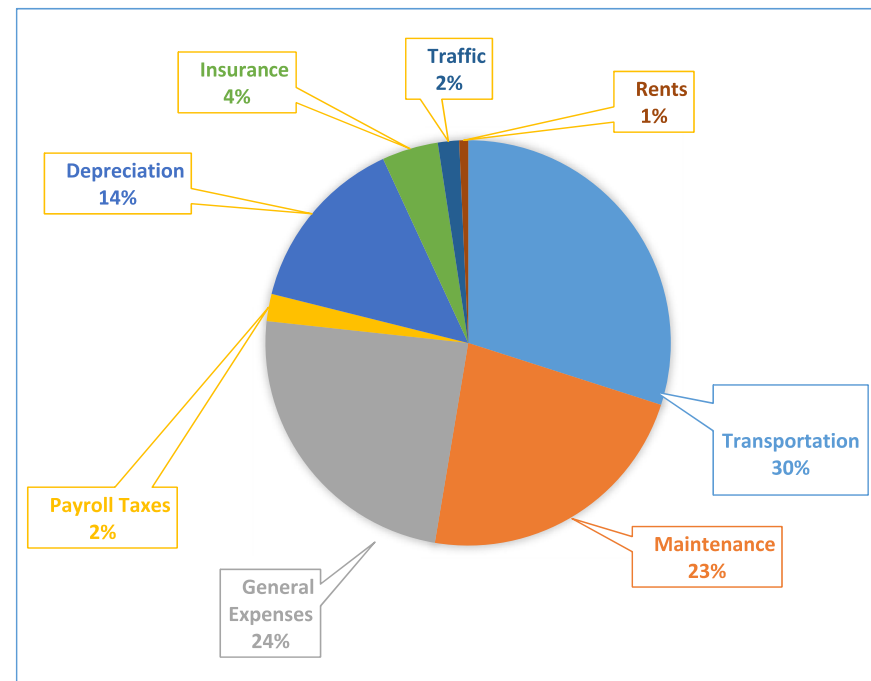
		Monthly Variance vs. Budget	Monthly % Difference vs. Budget		Y-T-D Variance vs. Budget	Y-T-D % Difference vs. Budget
Waterline Expenses						
Maintenance	↓	\$ - 727,665	- 26.2%	↓	\$ - 1,311,042	- 26.3%
Depreciation	↑	8,65	0.8%	↑	17,301	0.8%
Vessel Operations	↑	77,740	5.6%	↑	139,792	4.8%
Terminal Operations	↑	126,428	17.1%	↑	135,699	- 8.3%
Traffic Expense	↓	- 7,495	- 5.1%	↓	- 70,140	- 20.3%
General Expense	↓	- 70,244	- 3.4%	↓	- 320,034	-7.6%
Insurance	↓	- 2,231	- 0.6%	↓	- 4,160	- 0.6%
Rents	↑	- 170	- 0.3%	↑	3,546	3.2%
Payroll Taxes	↓	- 14,994	- 7.2%	↓	- 77,364	- 18.0%
<b>Total Operating Expenses</b>	↓	<b>\$ - 609,981</b>	<b>- 6.9%</b>	↓	<b>\$ - 1,486,401</b>	<b>- 8.4%</b>
<b>Total Other Expenses</b>	↑	<b>\$ 1,227</b>	<b>0.4%</b>	↑	<b>\$ 2,497</b>	<b>0.4%</b>
<b>Total Operating &amp; Other</b>	↓	<b>\$ - 608,709</b>	<b>- 6.6%</b>	↓	<b>\$ - 1,483,905</b>	<b>- 8.1%</b>

# Operating Expenses - 2021

## February



## January – February



**Business Summary for the Month of February, 2021****Part I - Traffic Statistics**

	Month of February 2020	Month of February 2021	DIFF	%DIFF	YTD through February 2020	YTD through February 2021	DIFF	%DIFF
Number of Passengers Carried								
Martha's Vineyard	103,868	79,391	(24,477)	-23.6%	210,108	163,611	(46,497)	-22.1%
Nantucket								
Regular	11,443	11,235	(208)	-1.8%	23,803	23,083	(720)	-3.0%
Fast Ferry	0	0	0	0.0%	1,423	673	(750)	-52.7%
Subtotal - Nantucket	11,443	11,235	(208)	-1.8%	25,226	23,756	(1,470)	-5.8%
Total	115,311	90,626	(24,685)	-21.4%	235,334	187,367	(47,967)	-20.4%
Number of Automobiles Carried								
Martha's Vineyard								
Regular	7,894	9,155	1,261	16.0%	15,970	19,642	3,672	23.0%
Excursion	12,595	9,899	(2,696)	-21.4%	25,537	20,322	(5,215)	-20.4%
Subtotal - M. Vineyard	20,489	19,054	(1,435)	-7.0%	41,507	39,964	(1,543)	-3.7%
Nantucket								
Regular	779	1,196	417	53.5%	1,644	2,645	1,001	60.9%
Excursion	1,757	1,702	(55)	-3.1%	3,563	3,304	(259)	-7.3%
Subtotal - Nantucket	2,536	2,898	362	14.3%	5,207	5,949	742	14.3%
Total	23,025	21,952	(1,073)	-4.7%	46,714	45,913	(801)	-1.7%
Number of Trucks Carried								
Martha's Vineyard								
Less than 20' - Regular	2,978	3,014	36	1.2%	5,855	6,420	565	9.6%
Less than 20' - Excursion	3,222	2,817	(405)	-12.6%	6,457	5,764	(693)	-10.7%
20' and over	3,296	3,283	(13)	-0.4%	6,772	6,917	145	2.1%
sub-total - M. Vineyard	9,496	9,114	(382)	-4.0%	19,084	19,101	17	0.1%
Nantucket								
Less than 20' - Regular	662	606	(56)	-8.5%	1,341	1,357	16	1.2%
Less than 20' - Excursion	854	777	(77)	-9.0%	1,629	1,558	(71)	-4.4%
20' and over	1,932	2,027	95	4.9%	4,048	4,198	150	3.7%
sub-total - Nantucket	3,448	3,410	(38)	-1.1%	7,018	7,113	95	1.4%
Total	12,944	12,524	(420)	-3.2%	26,102	26,214	112	0.4%



**Business Summary for the Month of February, 2021**

**Part I - Traffic Statistics**

	Month of February 2020	Month of February 2021	DIFF	%DIFF	YTD through February 2020	YTD through February 2021	DIFF	%DIFF
Number of Cars Parked								
Woods Hole, Falmouth and Cataumet	3,765	2,375	(1,390)	-36.9%	7,518	4,897	(2,621)	-34.9%
Hyannis, Nantucket	344	275	(69)	-20.1%	896	683	(213)	-23.8%
<b>Total</b>	<b>4,109</b>	<b>2,650</b>	<b>(1,459)</b>	<b>-35.5%</b>	<b>8,414</b>	<b>5,580</b>	<b>(2,834)</b>	<b>-33.7%</b>
Average Length of Stay - Cars Parked (Days)								
Woods Hole, Falmouth and Cataumet	1.68	1.68	0.00	0.0%	1.72	1.75	0.03	1.7%
Hyannis, Nantucket	2.68	2.95	0.27	10.1%	2.86	3.17	0.31	10.8%
<b>Total</b>	<b>1.79</b>	<b>1.81</b>	<b>0.02</b>	<b>1.1%</b>	<b>1.84</b>	<b>1.93</b>	<b>0.09</b>	<b>4.9%</b>
Average Revenue per Passenger *								
Martha's Vineyard	\$ 6.83	\$ 7.81	\$ 0.98	14.3%	\$ 6.78	\$ 7.79	\$ 1.01	14.9%
Nantucket	17.35	18.30	0.95	5.5%	17.88	18.57	0.69	3.9%
<b>Total</b>	<b>\$ 7.87</b>	<b>\$ 9.11</b>	<b>\$ 1.24</b>	<b>15.8%</b>	<b>\$ 7.97</b>	<b>\$ 9.16</b>	<b>\$ 1.19</b>	<b>14.9%</b>
Average Revenue per Automobile								
Martha's Vineyard	\$ 32.38	\$ 38.25	\$ 5.87	18.1%	\$ 31.90	\$ 38.49	\$ 6.59	20.7%
Nantucket	79.62	99.10	19.48	24.5%	80.52	101.98	21.46	26.7%
<b>Total</b>	<b>\$ 37.59</b>	<b>\$ 46.28</b>	<b>\$ 8.69</b>	<b>23.1%</b>	<b>\$ 37.32</b>	<b>\$ 46.72</b>	<b>\$ 9.40</b>	<b>25.2%</b>
Average Revenue per Truck								
Martha's Vineyard	\$ 99.27	\$ 114.03	\$ 14.76	14.9%	\$ 101.12	\$ 115.77	\$ 14.65	14.5%
Nantucket	284.58	325.19	40.61	14.3%	290.24	323.28	33.04	11.4%
<b>Total</b>	<b>\$ 148.63</b>	<b>\$ 171.52</b>	<b>\$ 22.89</b>	<b>15.4%</b>	<b>\$ 151.97</b>	<b>\$ 172.08</b>	<b>\$ 20.11</b>	<b>13.2%</b>

\* Excludes any town embarkation fees.

**Business Summary for the Month of February, 2021**

**Part IIa- Net Income (Loss) from Operations (Monthly)**

	February ACTUAL 2020	February ACTUAL 2021	ACTUAL 2021 vs. ACTUAL 2020	February BUDGET 2021	ACTUAL 2021 vs. BUDGET
Vs. 2021 Operating Budget					
Net Income (Loss) from Operations					
Operating Revenues	\$ 4,058,435	\$ 4,278,985	\$ 220,550	\$ 4,375,914	\$ (96,929)
Other Income	185,477	212,781	27,304	175,955	36,826
Total Income	4,243,912	4,491,766	247,854	4,551,869	(60,103)
Operating Expenses	9,165,070	8,267,763	(897,307)	8,877,744	(609,981)
Fixed Charges and Other Expenses	330,425	328,833	(1,592)	327,561	1,272
Total Expenses	9,495,495	8,596,596	(898,899)	9,205,305	(608,709)
Net Operating Income (Loss)	\$ (5,251,583)	\$ (4,104,830)	\$ 1,146,753	\$ (4,653,436)	\$ 548,606

Operating Revenues:					
Auto Revenue	861,325	\$ 1,018,733	\$ 157,408	\$ 990,510	\$ 28,223
Freight Revenue	1,915,277	2,145,266	229,989	2,057,599	87,667
Passenger Revenue	943,361	858,086	(85,275)	984,076	(125,990)
Bicycle, Mail, Misc. Voyage Rev.	23,329	483	(22,846)	23,392	(22,909)
Revenue from Terminal Operations	180,471	148,293	(32,178)	182,625	(34,332)
Parking Revenue	95,207	51,074	(44,133)	85,908	(34,834)
Rents	39,465	57,050	17,585	51,804	5,246
Sub-Total - Operating Revenue	4,058,435	4,278,985	220,550	4,375,914	(96,929)
Other Income:					
Interest Income	10,115	3,790	(6,325)	12,000	(8,210)
Miscellaneous Income	175,362	208,991	33,629	163,955	45,036
Sub-Total - Other Income	185,477	212,781	27,304	175,955	36,826
Total Income	\$ 4,243,912	\$ 4,491,766	\$ 247,854	\$ 4,551,869	\$ (60,103)

**Part IIa- Net Income (Loss) from Operations (Monthly)**

	February ACTUAL 2020	February ACTUAL 2021	ACTUAL 2021 vs. ACTUAL 2020	February BUDGET 2021	ACTUAL 2021 vs. BUDGET
Vs. 2021 Operating Budget					
Operating Expenses:					
Wages	\$ 2,772,013	\$ 2,689,168	\$ (82,845)	\$ 2,646,339	\$ 42,829
Pensions Health & Welfare	1,322,925	1,228,796	(94,129)	1,242,643	(13,847)
Payroll Taxes	210,705	193,195	(17,510)	208,189	(14,994)
Depreciation	1,074,184	1,151,249	77,065	1,142,599	8,650
Vessel Fuel Oil	307,512	287,347	(20,165)	277,933	9,414
Insurance	349,896	362,776	12,880	365,007	(2,231)
Direct Vessel Maintenance (Excl'd. Wages)	2,071,574	1,186,670	(884,904)	1,757,695	(571,025)
Direct Terminal Maintenance (Excl'd. Wages)	55,536	48,556	(6,980)	150,650	(102,094)
Utilities	153,285	215,696	62,411	155,666	60,030
Other	847,440	904,310	56,870	931,023	(26,713)
Sub-Total - Operating Expenses	9,165,070	8,267,763	(897,307)	8,877,744	(609,981)
Fixed Charges and Other Expenses:					
Bond Interest & Expense	252,707	289,837	37,130	290,293	(456)
Misc. Charges or Deductions	77,718	38,996	(38,722)	37,268	1,728
Sub-Total - Other Expenses	330,425	328,833	(1,592)	327,561	1,272
Total Expenses	\$ 9,495,495	\$ 8,596,596	\$ (898,899)	\$ 9,205,305	\$ (608,709)
Net Operating Income (Loss)	\$ (5,251,583)	\$ (4,104,830)	\$ 1,146,753	\$ (4,653,436)	\$ 548,606

### **Budgetary Management Discussion and Analysis - February, 2021**

Total operating revenues for February decreased by \$96,929 or 2.2% versus the amount projected in the 2021 operating budget, for a total of \$4,278,985 in operating revenues. Passenger revenues for the month were down \$126,000 versus budget projections, which represents a decrease of 12.8%. Automobile revenues were up \$28,000 or 2.8%, versus budget projections for February. Freight revenues were up \$88,000, or 4.3%, versus budget projections for the month. Parking revenues were down during February by \$35,000, or 40.5%. Concession revenues in February were down \$23,000 or 100.0%. Rent revenues from barge unloading and rental car space were up \$5,000 or 10.1% in February versus budget.

During February, the vessels made a combined 1,268 trips. This represents a decrease of 170 trips, or 11.8%, versus the originally budgeted amount for the month. On the Vineyard route, 3 trips were canceled for mechanical reasons, 14 for weather related and 134 for traffic demands while 5 unscheduled trips and 0 available trips were added. On the Nantucket route, 0 trips were canceled for mechanical reasons, 14 for weather related and 8 for traffic demands while 0 unscheduled and 4 available trips were added.

Total operating expenses for the month were down \$609,981 or 6.9% versus the amount projected in the 2021 budget for a total of \$8,267,763. Maintenance expenses for the month were down \$728,000, or 26.2%, versus budget. Repair expenses for the M/V Martha's Vineyard were up \$3,000; repairs for the M/V Woods Hole were down \$111,000; repairs on the M/V Governor were down \$390,000; the M/V Sankaty repair expenses were down \$86,000; repairs for the M/V Nantucket were up \$8,000; repair expenses for the M/V Katama were up \$115,000; repairs on the M/V Eagle were up \$95,000; repairs on the M/V Gay Head were up \$1,000; repairs for the M/V Island Home were up \$97,000; and repairs for the M/V Iyanough were down \$307,000 versus budget. Repairs to buildings and structures were down \$107,000, repairs to motor vehicles were down \$78,000 and repairs to office and terminal equipment was up \$26,000 for the month.

Vessel fuel expense of \$287,000 was up by \$9,000 or 3.4% versus budget estimates. The average actual cost per gallon for vessel fuel oil in February was \$2.028, including net hedging costs, while the budgeted cost was \$1.757 per gallon. During February, the vessels logged 16,436 miles, which were 1,888 miles lower than budget, or a decrease of 10.3%. During February, 143,000 gallons of vessel fuel were consumed. This represents a decrease of 15,000 gallons, or 9.4%, versus budget. Insurance expenses were down \$2,000 versus budget. General administrative expenses for the month were down \$70,000 or 3.4%. Legal expense was down \$14,000; pension expense was down \$12,000, health care expense was down \$1,000, disability contributions were up \$11,000, unemployment contributions were down \$12,000, training expense was down \$5,000 and credit card expense was up \$26,000.

Other income, including interest income, debt premium and license income, totaled \$212,781 and was \$36,826 higher than budget projections. Income deductions, including interest on funded debt and pension withdrawal, totaled \$328,833 and were \$1,272 higher than budget. The Authority's net operating loss for the month of February, including other income, income deductions and bond interest expense, was \$4,104,830 or \$548,606 lower than the budgeted net loss for the month.

**Business Summary for the Year-To-Date as of February, 2021 (Continued)**

**Part IIb- Net Income (Loss) from Operations (Year to Date)**

	YTD - February ACTUAL 2020	YTD - February ACTUAL 2021	YTD ACTUAL 2021 vs. YTD ACTUAL 2020	YTD - February BUDGET 2021	YTD ACTUAL 2021 vs. YTD BUDGET
Vs. 2021 Operating Budget					
Net Income (Loss) from Operations					
Operating Revenues	\$ 8,367,008	\$ 8,975,668	\$ 608,660	\$ 9,024,990	\$ (49,322)
Other Income	376,884	425,137	48,253	353,932	71,205
Total Income	8,743,892	9,400,805	656,913	9,378,922	21,883
Operating Expenses	19,028,236	16,190,464	(2,837,772)	17,676,866	(1,486,402)
Fixed Charges and Other Expenses	643,591	688,868	45,277	686,371	2,497
Total Expenses	19,671,827	16,879,332	(2,792,495)	18,363,237	(1,483,905)
Net Operating Income (Loss)	\$ (10,927,935)	\$ (7,478,527)	\$ 3,449,408	\$ (8,984,315)	\$ 1,505,788

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Operating Revenues:					
Auto Revenue	\$ 1,734,489	\$ 2,150,816	\$ 416,327	\$ 2,016,987	\$ 133,829
Freight Revenue	3,951,639	4,502,958	551,319	4,240,243	262,715
Passenger Revenue	1,932,582	1,769,981	(162,601)	2,011,975	(241,994)
Bicycle, Mail, Misc. Voyage Rev.	48,031	1,173	(46,858)	48,230	(47,057)
Revenue from Terminal Operations	428,565	316,101	(112,464)	432,000	(115,899)
Parking Revenue	194,657	147,239	(47,418)	175,109	(27,870)
Rents	77,045	87,400	10,355	100,446	(13,046)
Sub-Total - Operating Revenue	8,367,008	8,975,668	608,660	9,024,990	(49,322)
Other Income:					
Interest Income	27,065	177,989	150,924	24,000	153,989
Miscellaneous Income	349,819	247,148	(102,671)	329,932	(82,784)
Sub-Total - Other Income	376,884	425,137	48,253	353,932	71,205
Total Income	\$ 8,743,892	\$ 9,400,805	\$ 656,913	\$ 9,378,922	\$ 21,883

**Part IIb- Net Income (Loss) from Operations (Year to Date)**

	YTD - February ACTUAL 2020	YTD - February ACTUAL 2021	YTD ACTUAL 2021 vs. YTD ACTUAL 2020	YTD - February BUDGET 2021	YTD ACTUAL 2021 vs. YTD BUDGET
Vs. 2021 Operating Budget					
Operating Expenses:					
Wages	\$ 5,779,581	5,594,748	\$ (184,833)	\$ 5,612,109	\$ (17,361)
Pensions Health & Welfare	2,463,738	2,399,845	(63,893)	2,628,028	(228,183)
Payroll Taxes	389,583	351,529	(38,054)	428,893	(77,364)
Depreciation	2,130,568	2,302,498	171,930	2,285,197	17,301
Vessel Fuel Oil	710,344	602,224	(108,120)	593,841	8,383
Insurance	702,213	725,853	23,640	730,013	(4,160)
Direct Vessel Maintenance (Excl'd. Wages)	4,693,033	1,922,263	(2,770,770)	2,996,277	(1,074,014)
Direct Terminal Maintenance (Excl'd. Wages)	90,977	89,681	(1,296)	234,600	(144,919)
Utilities	342,652	423,792	81,140	330,784	93,008
Other	1,725,547	1,778,031	52,484	1,837,124	(59,093)
Sub-Total - Operating Expenses	19,028,236	16,190,464	(2,837,772)	17,676,866	(1,486,402)
Fixed Charges and Other Expenses:					
Bond Interest & Expense	524,594	610,729	86,135	611,689	(960)
Misc. Charges or Deductions	118,997	78,139	(40,858)	74,682	3,457
Sub-Total - Other Expenses	643,591	688,868	45,277	686,371	2,497
Total Expenses	19,671,827	16,879,332	(2,792,495)	18,363,237	(1,483,905)
Net Operating Income (Loss)	(10,927,935)	(7,478,527)	3,449,408	(8,984,315)	1,505,788

### **Budgetary Management Discussion and Analysis: January - February, 2021**

Year to date total operating revenues decreased by \$49,322 or 0.5% versus the amount projected in the 2021 operating budget, for a total of \$8,975,668 in operating revenues. Passenger revenues for the year to date were down \$242,000 versus budget projections, which represents a 12.0% decrease. Automobile revenues were up \$134,000 or 6.6%, versus budget projections. Freight revenues were up \$263,000 or 6.2%, versus budget projections. Parking revenues were down, \$28,000, or 15.9%, compared to budget forecast. Rent revenues from barge unloading and rental car space were down \$13,000, or 13.0%, versus budget.

Year to date, the vessels made a combined 2,733 trips. This represents a decrease of 289 trips, or 9.6%, versus budget. On the Vineyard route, 11 trips were canceled for mechanical reasons, 28 for weather related and 221 for traffic demands, while 5 unscheduled trips and 0 available trips were added. On the Nantucket route, 2 trips were canceled for mechanical reasons, 32 for weather related and 16 for traffic demands, while 18 unscheduled trips and 4 available trips were added.

Year to date operating expenses were down \$1,486,402 or 8.4%, versus the amount projected in the 2021 budget for a total of \$16,190,464. Maintenance expenses for the year are down \$1,311,000 or 26.3%, versus budget. Repairs for the M/V Martha's Vineyard were down \$2,000; the M/V Woods Hole repair expense was down \$308,000; repair expenses for the M/V Governor were down \$380,000; repair expenses for the M/V Sankaty were down \$87,000; M/V Nantucket repair expenses were down \$264,000; repairs on the M/V Katama are up \$120,000; repair expenses for the M/V Eagle were up \$47,000; repairs on the M/V Gay Head were down \$12,000; M/V Island Home repair expenses were up \$171,000; and repair expenses for the M/V Iyanough were down \$432,000. Terminal and dolphin and dock repairs in Vineyard Haven were up \$21,000; while Oak Bluffs were down \$6,000; Woods Hole were down \$40,000; Nantucket were down \$7,000 and were down in Hyannis by \$119,000. Motor vehicle repairs were down \$125,000 and other maintenance expense was up by \$98,000.

Vessel fuel expense of \$602,000 was up \$8,000 or 1.4%, below budget estimates. The average actual cost per gallon for vessel fuel oil was \$1.902 including net hedging costs, while the budgeted cost was \$1.757 per gallon. 35,548 vessel miles have been logged in the year, a decrease of 3,060 miles, or 7.9%, versus budget. 320,000 gallons of vessel fuel were consumed. This represents a decrease of 18,000 gallons or 5.3% versus budget. General administrative expenses for the year were down 7.6%, or \$320,000. Legal expense was down \$22,000, pension expense was down \$83,000, health care costs were down \$147,000, Families First Coronavirus Response Act paid sick leave costs were up \$2,000, disability contributions were up \$36,000, and unemployment contributions were down \$35,000. Training expense was up \$7,000 and credit card fees were up \$32,000.

Other income, including interest income, debt premium, and license income, totaled \$425,137 and was \$71,205 higher than budget projections. Income deductions, including interest on funded debt and pension withdrawal, totaled \$688,868 and were \$2,497 higher than budget. Year to date, the Authority's net operating loss, including other income, income deductions and bond interest expense, was \$7,478,527 or \$1,505,788 lower than budget projections.

# April 2021 Board Meeting - General Manager's Report

## Part III - Cash Balances

	February, 2021 Amount	Variance vs. Budget Positive / (Negative)	Year to Date Amount	Variance vs. Budget Positive / (Negative)
<b>Cash Balance - Operations Fund</b>				
Beginning Balance	\$ 20,989,070	\$ 1,697,064	\$ 12,691,469	\$ 941,469
Cash Receipts	7,340,645	(533,938)	23,172,082	103,476
Cash Receipts - Grants	-	-	-	-
Cash Receipts - Capital Projects	-	-	-	-
Cash Disbursements	(6,037,499)	843,490	(13,571,335)	961,670
Cash Disbursements - Capital Projects	-	-	-	-
Transfers to Special Purpose Funds	(3,601,313)	(1,697,063)	(3,601,313)	(1,697,063)
Ending Balance	<u>\$ 18,690,904</u>	<u>\$ 309,553</u>	<u>\$ 18,690,904</u>	<u>\$ 309,553</u>
<b>Cash Balance - Special-Purpose Funds</b>				
<b>Sinking Fund</b>				
Beginning Balance	\$ 9,636,577	\$ (4,557)	\$ 9,635,184	\$ -
Transfers from Revenue Fund	3,601,313	1,697,063	3,601,313	1,697,063
Income from Investments	1,259	(4,091)	2,652	(8,648)
Accrued Interest Received	-	-	-	-
Debt Service Payments	-	-	-	-
Ending Balance	<u>\$ 13,239,149</u>	<u>\$ 1,688,415</u>	<u>\$ 13,239,149</u>	<u>\$ 1,688,415</u>
<b>Replacement Fund</b>				
Beginning Balance	\$ 10,316,685	\$ (5,259)	\$ 10,315,194	\$ -
Transfers from Revenue Fund	-	-	-	-
Transfers from Bond Redemption	-	-	-	-
Proceeds from Disposal of Property	-	-	-	-
Income from Investments	1,188	(3,662)	2,679	(8,921)
Withdrawals	-	-	-	-
Ending Balance	<u>\$ 10,317,873</u>	<u>\$ (8,921)</u>	<u>\$ 10,317,873</u>	<u>\$ (8,921)</u>
<b>Reserve Fund</b>				
Beginning Balance	\$ 3,506,751	\$ (1,843)	\$ 3,506,244	\$ -
Transfers from Revenue Fund	-	-	-	-
Income from Investments	404	(1,746)	911	(3,589)
Transfers to Bond Redemption Acct.	-	-	-	-
Ending Balance	<u>\$ 3,507,155</u>	<u>\$ (3,589)</u>	<u>\$ 3,507,155</u>	<u>\$ (3,589)</u>
<b>Bond Redemption Account</b>				
Beginning Balance	\$ 880,484	\$ (472)	\$ 880,356	\$ -
Transfers from Revenue Fund	-	-	-	-
Transfers from Reserve Fund	-	-	-	-
Transfers to Replacement Fund	-	-	-	-
Income from Investments	101	(449)	229	(921)
Ending Balance	<u>\$ 880,585</u>	<u>\$ (921)</u>	<u>\$ 880,585</u>	<u>\$ (921)</u>



# April 2021 Board Meeting - General Manager's Report

## Part III - Cash Balances

	February, 2021 Amount	Variance vs. Budget Positive / (Negative)	Year to Date Amount	Variance vs. Budget Positive / (Negative)
<b>Capital Improvement Fund</b>				
Beginning Balance	\$ 6,724,924	\$ (99,581)	\$ 7,824,505	\$ -
From Bond/Note Issue		-	-	-
Income from Investments	775	775	1,872	1,872
Withdrawals	-	2,200,000	(1,100,678)	2,099,322
Ending Balance	<u>\$ 6,725,699</u>	<u>\$ 2,101,194</u>	<u>\$ 6,725,699</u>	<u>\$ 2,101,194</u>

## Part IV - Cash Transfers to Special Purpose Funds for 2021

	2021 Budget	2021 Estimate
Cash Transfers from Revenue Fund:		
To Sinking Fund (for current debt service requirements)	\$ 10,625,550	\$ 10,625,550
To Replacement Fund (2020 max. transfers - \$13,150,273)	12,547,362	12,547,362
To Reserve Fund	-	-
To Bond Redemption Account	-	-
Total Transfers to Special Purpose Funds	<u>\$ 23,172,912</u>	<u>\$ 23,172,912</u>

**Business Summary for the Month of February, 2021**

**Part V - Allocation of Net Operating Income by Route for 2021**

Allocation of Net Operating Income by Route for 2021

	Martha's Vineyard	Nantucket	Total
Operating Revenues	\$ 72,179,350	\$ 48,946,169	\$ 121,125,519
Other Non-Service Income - Net	842,838	1,981,290	2,824,128
Total Income	<u>\$ 73,022,188</u>	<u>\$ 50,927,459</u>	<u>\$ 123,949,647</u>
% Distribution by Route	58.9%	41.1%	100.0%
Cost of Service	<u>\$ 68,477,858</u>	<u>\$ 46,606,203</u>	<u>\$ 115,084,061</u>
% Distribution by Route	59.5%	40.5%	100.0%
Net Operating Income by Route for 2020	<u>\$ 4,544,330</u>	<u>\$ 4,321,256</u>	<u>\$ 8,865,586</u>
% Distribution by Route	51.3%	48.7%	100.0%

\* Based on actual net operating income (loss) for the two months plus 10 months of projected net operating income (loss) for the remainder of the year, per the 2021 Operating Budget

**Part VI - Share of Market versus Licensed Ferry Services**

	February Amount	Change vs. Prev. Yr.	Year to Date Amount	Change vs. Prev. Yr.
License Fee Income	\$ 39,403	\$ (17,721)	\$ 77,560	\$ (35,783)
Weather Observations #	February Amount	Change vs. Prev. Yr.		
Average Maximum Temperature (Fahrenheit)	39.7	-5.4		
Total Precipitation (in water equivalent inches)	3.13	-0.35		
Number of Days with Measurable Precipitation	12	1		

# Based on NOAA, National Climatic Data Center unedited climatological data for Barnstable Airport in Hyannis

# April 2021 Board Meeting - General Manager's Report

## Part VII - Share of Market versus Licensed Ferry Services

Number of Passengers Carried	February Amount	Change vs. Prev. Yr.		Year to Date Amount	Change vs. Prev. Yr.	
<b>Martha's Vineyard</b>						
Steamship Authority	79,391	(24,477)	-23.6%	163,611	(46,497)	-22.1%
Hy-Line						
Regular	0	0	0.0%	0	0	0.0%
High Speed	0	0	0.0%	0	0	0.0%
Subtotal Hy-Line	0	0	0.0%	0	0	0.0%
Falmouth Ferry Service	0	0	0.0%	0	0	0.0%
SeaStreak (New Bedford)	0	0	0.0%	0	0	0.0%
SeaStreak (New York City)	0	0	0.0%	0	0	0.0%
Total *	79,391	(24,477)	-23.6%	163,611	(46,497)	-22.1%
<b>Nantucket</b>						
Steamship Authority						
Regular	11,235	(208)	-1.8%	23,083	(720)	-3.0%
Fast Ferry (Prior to April 2)	0	0	0.0%	673	(750)	-52.7%
Fast Ferry (April 2) (in service 2019)	0	0	0.0%	0	0	0.0%
Fast Ferry (April 3 and after)(in service 2020)	0	0	0.0%	0	0	0.0%
Subtotal - Nantucket	11,235	(208)	-1.8%	23,756	(1,470)	-5.8%
Hy-Line						
Regular	0	0	0.0%	0	0	0.0%
HighSpeed (Prior to April 2)	22,516	(13,461)	-37.4%	44,320	(27,932)	-38.7%
HighSpeed (April 2)(IYA in service 2019)	0	0	0.0%	0	0	0.0%
HighSpeed (April 3 & after)(IYA in service 2020)	0	0	0.0%	0	0	0.0%
Subtotal Hy-Line	22,516	(13,461)	-37.4%	44,320	(27,932)	-38.7%
Freedom Cruise Line (Harwich)	0	0	0.0%	0	0	0.0%
SeaStreak (New Bedford)	0	0	0.0%	0	0	0.0%
SeaStreak (New York City)	0	0	0.0%	0	0	0.0%
Total	33,751	(13,669)	-28.8%	68,076	(29,402)	-30.2%

M/V Iyanough in service 04/03/2020 - 01/03/2021 and 04/01/2021 - 01/04/2022.

\* Note: Island Queen passenger service is grandfathered and as such traffic counts are not included .

AUTHORITY BOARD MEETING – APRIL 20, 2021

WOODS HOLE, MARTHA'S VINEYARD AND NANTUCKET  
STEAMSHIP AUTHORITY



# Woods Hole Terminal Reconstruction Project update



April 6, 2021





April 7, 2021



April 8, 2021





April 9, 2021





April 14, 2021



April 14, 2021





April 14, 2021



April 7, 2021





April 7, 2021



April 10, 2021



April 14, 2021





April 7, 2021





April 10, 2021

## Waterside contract cost update

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- Original contract price: \$43,143,280
- Change orders to date: \$7,868,250
- Total contract: \$51,011,630
- Change orders as percent of original contract: 18.2%

*MV Governor*  
Dry Dock at Thames Shipyard  
1<sup>st</sup> Coat Anti-Corrosive Paint



*MV Governor*  
Dry Dock at Thames Shipyard - Final Coat





*MV Governor*  
Rudder Assembly – Taper Machining



*MV Governor  
Stern Frame*



*MV Governor*  
Emergency Generator



## *MV Governor* Dry Docking Highlights

- Shaft and Rudder Repairs
- Blast and Coating of Hull and Main Deck and Sponson Areas
- Overhaul of Emergency Diesel Generator & Alternators



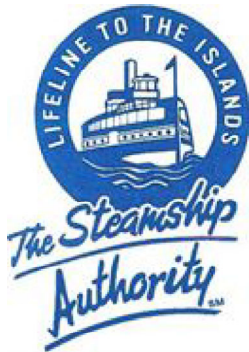
## MV Governor Dry Dock Repair Contract Items

Contract Item	Item Description	Credit	Contract Cost
001	Dry Docking & Undocking		\$33,100
002A, 002B,	Hull Internals: Inspection & Repair, UT Survey & Bilge Cleaning		10,700
003A, 003B, 003C, 003D	Hull: Clean, Prepare, Paint, Replace Anodes, Grit Blasting		157,489
004A & 004B	Temporary Services & Slops		19,720
005	Sea Valve Cleaning & Overhaul		6,300
006A, 006B, 006C, 006D	Shafts, Bearings & couplings, shaft removals & repairs, cutlass bearings		70,630
006E	Shaft Seals & overhaul, Rudder test, Intermediate shaft removals		40,884
007	Port & Stbd Propeller Removal, Transport, Repairs and Re-installation		26,720
008A, 008B & 008C	Rudder Brg Clearances, Replacement & Machine Shop Service		85,120
009	Hull Plate Steel Renewal	75,000	126,000
010A	Blast & coat above rub rail		52,192
011	Tech Data & Reports		
012	Fwd and Aft Mast Replacements		23,222
013	Generators, Alternators and Governor Overhauls	35,000	110,246
014	LED Light Mods		11,560
015	Ballast Tank Cleaning & Inspection		12,300
	<u>Vessel Transportation Cost</u>	<u>22,000</u>	<u>22,000</u>
	<b>Credits and Contract Cost</b>	<b>132,000</b>	<b>808,183</b>
<b>Change Orders C0001</b>	Grit Blast Under Deck Sponsons		79,653
C002	Coatings		51,064
C0003, C0004	Hull Repairs, Exhaust		7,500
C005, C006, C007, C008, C009, C0010	Rudder Repairs, Bushings & Re-bore Rudder Bushing		68,000
C011, C012, C012, C013, C014, C015	Cooler Anodes, Masts, Boxes, Fuel, FO Shut Off, Pumps		17,500
C016, C017, C018, C019, C020	Penetrations, Pin, Pumps & Motors, fill pipe, drains		22,000
C021, C022, C023,	Repair Covers, Descale Hull Area, Re-block & Haul Vessel		31,000
C024	Blast and Coat Main Deck		88,515
C025, C026, C027, C028, C029	Strainers, Fuel Tanks, Lights, Hydro, Pumps		95,110
<u>C030, C031, C032, C033, C034, C035, C036</u>	<u>Freight Doors, Lights, Pilot House, Rudder Ind, Batt &amp; Drains</u>		<u>79,992</u>
	<b>Change Orders</b>		<u>540,334</u>
	<b>Grand Total Credits, Contract &amp; Change Orders</b>		<b>\$1,216,517</b>

# STAFF SUMMARY

Date: April 5, 2021

File# COMM 2021-02



TO:		FOR:		FROM:
X	General Manager		Vote	Dept.: Communications and Marketing Author: Kimberlee J. McHugh
X	Board Members	X	Information	Subject: Results of the 2021 Preseason Promotion for High-Speed Passenger Ticket Books

**PURPOSE:**

To provide the results of the 2021 pre-season sale promotion on the Authority's high-speed passenger ticket books.

**BACKGROUND:**

For the tenth year in a row, the Authority offered a 20% discount on the sale of high-speed ferry ticket books. The discount applied solely to electronic ticket books for adults, seniors and children. The pre-season sale promotion which began on Sunday, March 21, 2021 and ended on Saturday, April 3, 2021, resulted in **3,199** ticket books sold and generated **\$714,541** in revenue for the Authority at a cost of \$178,708 due to the discount offering. This represents a 33% increase in the number of books sold compared to the 2020 preseason sale.

In 2020, the Authority offered two rounds of the pre-season sale due to the situation surrounding COVID-19. The first round of the 2020 pre-season sale, held from March 23 through April 4, 2020, resulted in 1,410 ticket books sold. The second round of the 2020 pre-season sale, held from June 8 through June 21, 2020, resulted in 997 ticket books sold. Combined both rounds of the 2020 pre-season sale resulted in a total of 2,407 ticket books sold and generated \$475,312 in revenue for the Authority at a cost of \$118,828 due to the discount offering.

**RECOMMENDATION:**

For informational purpose only; no action required.

Kimberlee J. McHugh  
Director of Marketing

APPROVED:

Robert B. Davis  
General Manager

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

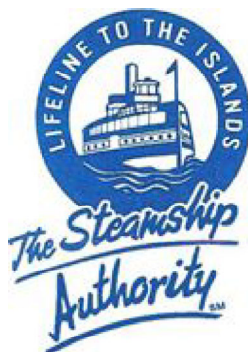
**Multi-Ride Passenger Book Sales**

Route	Form	Description	Pre-Sale	Pre-Season Sales									Pre-Season	
Nantucket (High-Speed Service)			2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	Sales Total
	710RPF	10 ride adult -	29	0	4	2	4	3	0	0	0	0	0	13
	710RPFC	10 ride child -	1	0	0	0	0	0	0	0	0	0	0	0
	710RPFS	10 ride senior -	10	0	1	1	1	0	0	0	0	0	0	3
	8F10R3	10 ride adult - electronic	104	1,374	1,226	1,875	2,331	3,479	3,472	3,195	3,370	1,669	2,523	24,514
	8F10R3C	10 ride child - electronic	9	118	104	128	148	202	202	196	153	91	97	1,439
	8F10R3S	10 ride senior - electronic	11	359	309	448	599	772	881	824	838	647	579	6,256
			164	1,851	1,644	2,454	3,083	4,456	4,555	4,215	4,361	2,407	3,199	32,225

# STAFF SUMMARY

Date: April 15, 2021

File# GM-757



TO:		FOR:		FROM:
	General Manager		Vote	Dept.: General Manager
				Author: Robert B. Davis
X	Board Members	X	Information	Subject: Funding Provisions of the Enabling Act

## PURPOSE:

To advise the Members on the Steamship Authority's Enabling Act provisions for funding.

## BACKGROUND:

Following the proclamation in March 2020 of a national emergency concerning the Coronavirus Disease pandemic, commonly known as COVID-19, staff identified certain measures for the Members to consider. These measures included, but were not limited to: 1) extend ticket usage and refund limits to two years from date of purchase; 2) suspend driver services on the Nantucket route until further notice; 3) modify operating schedules as necessary, in consultation with the Members and Port Council members on the affected routes; and 4) to explore establishing a line of credit to bolster the Authority's cash flow and aid in funding its operations.

Of particular concern, at the time, was the Authority's financial position. As is typical of the Authority's operation, a significant deficit was incurred during the winter and spring of 2020. The 2020 Operating Budget had projected that a net loss of nearly \$15,000,000 would be incurred by the end of March, and by the end of April the net loss would stand at nearly \$16,000,000. Preservation of cash for ongoing activities became a focus.

Section 9 of the Authority's Enabling Act requires revenue derived from its operation to be set aside each month in a specific order and in amounts as follows:

1. to the Operations Fund, an amount sufficient to pay the cost of maintenance, repair, and operation of the Steamship Line for the current month and the next ensuing month, and to maintain working capital for such purposes in an amount not to exceed one thirty-sixth of the operating budget for the then-current fiscal year;
2. to the Sinking Fund, an amount sufficient to provide for the payment of the interest on and for the amortization and payment of the principal of all bonds as the same shall become due and payable;
3. to the Property Replacement Fund, such amount as the Authority may deem necessary or advisable for depreciation of property and for obsolescence and losses in respect to property sold, destroyed, or abandoned, and for improvements to, and acquisitions of, real

- and personal property (the Authority's current policy is to limit any transfers to the Property Replacement Fund in any given year to the amount of the prior year's depreciation expense);
4. to the Reserve Fund, an amount sufficient to maintain the fund at a level equal to the greater of 5% of the principal amount of all bonds outstanding, exclusive of bonds considered as defeased, or \$600,000, whichever is greater; and
  5. to the Bond Redemption Fund, all of the remaining revenue to be used within a reasonable time for the purchase or redemption of bonds or, in the Authority's discretion, to be transferred to the Property Replacement Fund or to the Capital Improvement Fund to be used for any purposes for which bonds may be issued.

In accordance with Section 9, the cash requirement limit of \$18,330,847 on January 31, 2020 was reached and the funds exceeding that limit, totaling \$2,857,387, were transferred to the Authority's Sinking Fund. The 2020 Operating Budget had originally projected that just such transfers would be necessary. Further transfers to the Sinking Fund were not anticipated until May 2020. Cash balances as of the end of February 2020 were lower than projections by approximately \$500,000. Balances by the end of March 2020 were lower than budget projections by over \$6,000,000 and were a primary concern.

In light of the Authority's financial position at that time, Port Council Members and Board Members raised the question as to increasing the limits on the Reserve Fund or, alternatively, advocating for the creation of a "Rainy Day Fund." During discussions with the Commonwealth of Massachusetts Executive Office of Administration and Finance, the provisions of the Enabling Act as they relate to fund transfers were reviewed and analyzed. These discussions included increasing the Operations Fund limits from two (2) months of projected operating expense to three (3) months. While this increase would afford the Authority approximately \$10,000,000 in available operating funds, the initial establishment of revised limits would initially negatively impact the transfers to the Property Replacement Fund and, conceivably, transfers to the Sinking Fund.

As to the creation of a "Rainy Day Fund," particulars on funding limits, funding mechanisms and potential uses of the funds would be of concern. Funding such an account would in all likelihood involve deferring transfers to the Property Replacement Fund and/or additional rate adjustments. Then the issue on how much this account should be funded would become a much-debated topic. Parameters to access such funds would need to be established so as to keep it adequately funded.

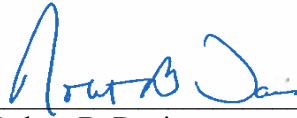
Section 9 of the Authority's Enabling Act further provides that "[w]henver the income of the Authority is insufficient to meet the cost of the service, as defined in section four, the reserve fund shall be used as far as necessary to make up said deficiency." Later in that same section it states "[i]f at any time the Authority has not sufficient cash to make payments required in the course of its management and operation of the steamship line and other properties under its control, the Authority may temporarily borrow money and issue notes of the Authority therefor."

In May 2020, the Members authorized the establishment of a \$10,000,000 line of credit with Martha's Vineyard Savings Bank. The establishment of this line of credit essentially serves as the "Rainy Day" funds to address potential cash flow deficiencies stemming from negative impacts, like COVID-19, affecting the Authority's operations. Subsequent discussions with Martha's Vineyard

Savings Bank have considered the potential to increase the line of credit from \$10,000,000 should the Authority's financial needs warrant it. For now, staff's recommendation is to maintain the \$10,000,000 line of credit at its current level as it represents approximately the equivalent of one month of operating expenses.

**RECOMMENDATION:**

Presented for informational purposes, no action is required.



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Robert B. Davis  
General Manager

Attachments

SENATE DOCKET, NO. 1733      FILED ON: 2/18/2021

**SENATE . . . . . No. 2361**

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**The Commonwealth of Massachusetts**

PRESENTED BY:

***Susan L. Moran***

*To the Honorable Senate and House of Representatives of the Commonwealth of Massachusetts in General Court assembled:*

The undersigned legislators and/or citizens respectfully petition for the adoption of the accompanying bill:

An Act relative to municipal equity in Steamship Authority operations.

PETITION OF:

NAME:

*Susan L. Moran*

DISTRICT/ADDRESS:

*Plymouth and Barnstable*

SENATE DOCKET, NO. 1733      FILED ON: 2/18/2021

# SENATE . . . . . No. 2361

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By Ms. Moran, a petition (accompanied by bill, Senate, No. 2361) of Susan L. Moran for legislation relative to municipal equity in Steamship Authority operations. Transportation.

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## The Commonwealth of Massachusetts

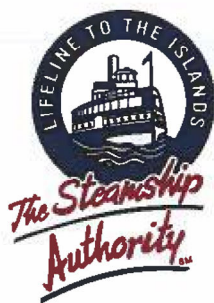
\_\_\_\_\_  
In the One Hundred and Ninety-Second General Court  
(2021-2022)  
\_\_\_\_\_

An Act relative to municipal equity in Steamship Authority operations.

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:*

- 1           SECTION 1. Section 3 of chapter 701 of the Acts of 1960 is hereby amended by inserting  
2   after the words “A vote greater than fifty percent (50%)” the following words:- ", including a  
3   vote from a town whose vote is weighted under fifteen per cent (15%),".





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

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April 15, 2021

To: Authority Members  
Port Council Members


From: Mark K. Rozum  
Treasurer/Comptroller

Re: Number of Steamship Authority Employees  
and Total Wages by Town/County

Attached please find a schedule of the number of Steamship Authority Employees and Total Wages Paid by Town for the years 2018-2020.

In addition to the wages paid directly to employees, the Steamship Authority also makes contributions to various Medical and Pension Plans on behalf of its employees. These contributions, including unemployment expenses, totaled \$17,280,652; \$19,390,197 and \$19,447,839 for the years 2018, 2019 and 2020, respectively.

Please feel free to contact me should you require any additional information in this regard.



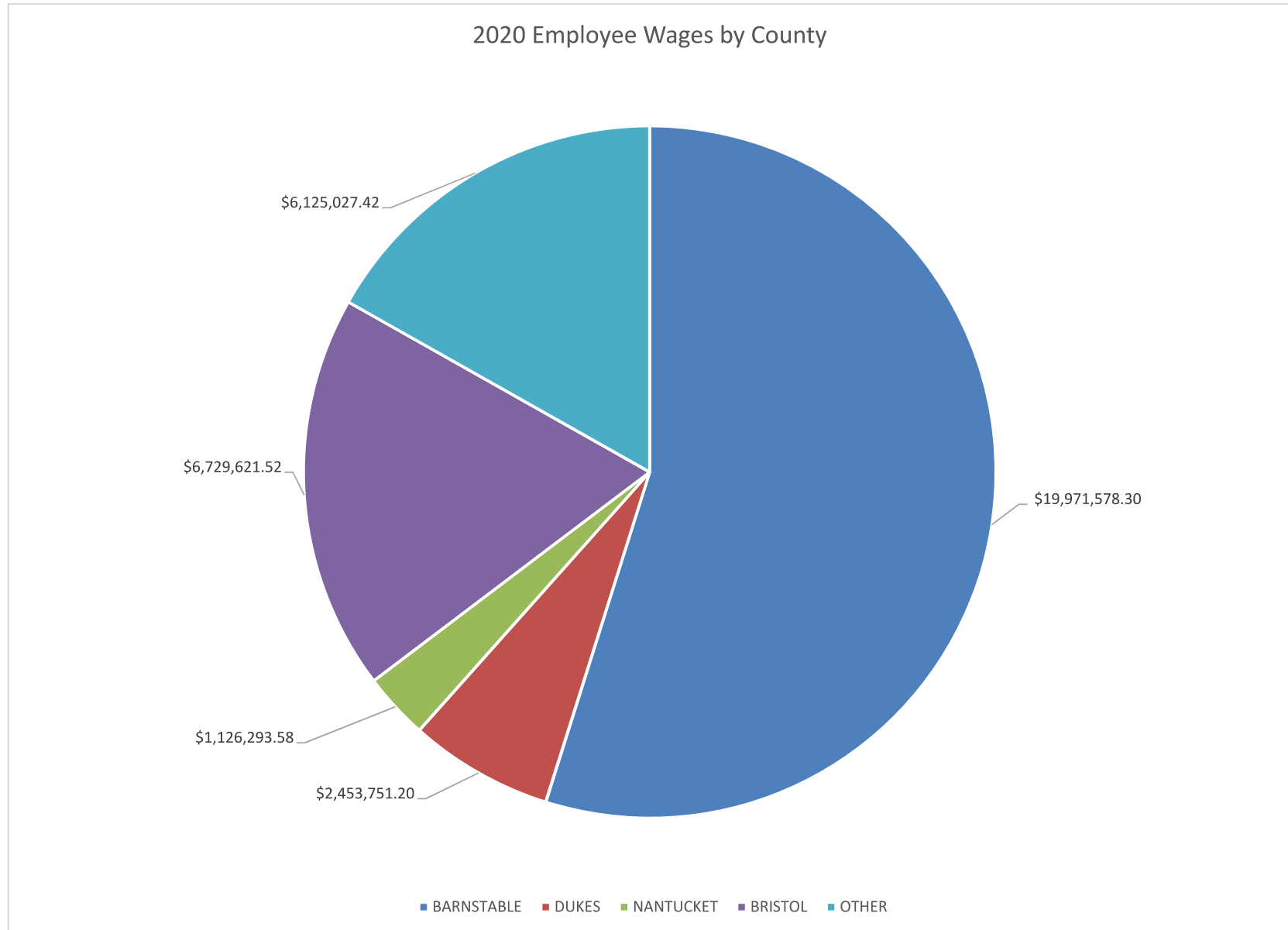
Mark K. Rozum

Attachment

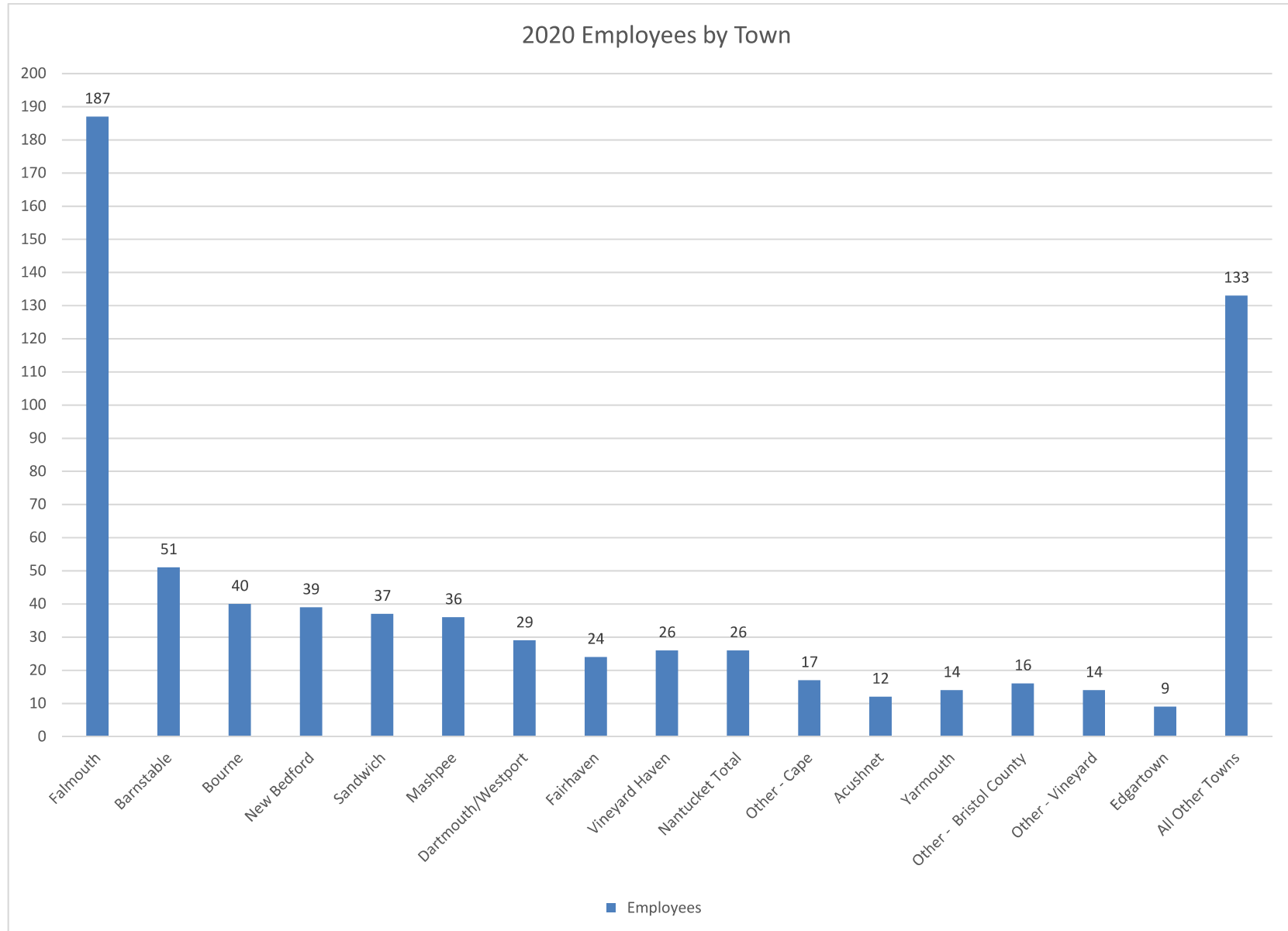
WOODS HOLE, MARTHA'S VINEYARD AND NANTUCKET STEAMSHIP AUTHORITY  
WAGES PAID BY COUNTY  
2018 - 2020

BARNSTABLE, DUKES, NANTUCKET & BRISTOL COUNTIES (By Town)

TOWN / COUNTY	2018			2019			2020		
	EMPLOYEES	WAGES	% OF WAGES	EMPLOYEES	WAGES	% OF WAGES	EMPLOYEES	WAGES	% OF WAGES
<b>Barnstable County</b>									
Barnstable	51	\$ 2,935,169.01	8.0%	57	\$ 3,433,400.35	8.5%	51	\$ 3,165,907.85	8.7%
Bourne	47	2,318,623.19	6.3%	44	2,485,328.36	6.2%	40	2,068,826.02	5.7%
Brewster	4	210,959.24	0.6%	3	189,166.62	0.5%	3	169,710.78	0.5%
Chatham	0	-	0.0%	1	97,456.63	0.2%	1	94,865.08	0.3%
Dennis	6	350,541.00	1.0%	7	393,326.55	1.0%	6	430,023.53	1.2%
Eastham / Wellfleet	1	50,978.87	0.1%	1	68,857.23	0.2%	1	69,072.99	0.2%
Falmouth	211	10,794,519.75	29.4%	211	10,990,889.93	27.3%	187	9,401,022.07	25.8%
Harwich	5	325,933.82	0.9%	7	335,627.68	0.8%	5	223,026.34	0.6%
Mashpee	33	1,681,898.58	4.6%	37	1,915,922.90	4.8%	36	1,610,162.09	4.4%
Orleans	1	712.40	0.0%	1	81,216.57	0.2%	1	100,380.33	0.3%
Sandwich	36	1,759,699.62	4.8%	40	2,133,765.42	5.3%	37	1,765,375.11	4.8%
Yarmouth	16	984,800.88	2.7%	14	1,044,780.93	2.6%	14	873,206.11	2.4%
Sub-total	411	21,413,836.36	58.4%	423	23,169,739.17	57.6%	382	19,971,578.30	54.9%
<b>Dukes County</b>									
Chilmark	4	261,772.47	0.7%	5	297,068.37	0.7%	6	259,192.90	0.7%
Edgartown	8	267,192.37	0.7%	10	422,763.46	1.1%	9	444,063.24	1.2%
Oak Bluffs	10	434,075.94	1.2%	10	357,539.83	0.9%	5	235,378.56	0.6%
Vineyard Haven	29	1,457,080.00	4.0%	33	1,530,549.13	3.8%	26	1,328,115.34	3.6%
West Tisbury	3	183,911.84	0.5%	5	259,828.90	0.6%	3	187,001.16	0.5%
Sub-total	54	2,604,032.62	7.1%	63	2,867,749.69	7.1%	49	2,453,751.20	6.7%
<b>Nantucket County</b>									
Nantucket	26	1,176,344.92	3.2%	29	1,267,015.29	3.2%	26	1,126,293.58	3.1%
Sub-total	26	1,176,344.92	3.2%	29	1,267,015.29	3.2%	26	1,126,293.58	3.1%
<b>Bristol County</b>									
Acushnet	11	805,115.62	2.2%	13	903,931.46	2.2%	12	893,915.84	2.5%
Berkley	1	108,593.48	0.3%	1	111,965.63	0.3%	1	123,144.45	0.3%
Dartmouth / Westport	20	1,070,790.78	2.9%	25	1,436,106.50	3.6%	29	1,545,155.19	4.2%
Dighton / Swansea	1	5,968.06	0.0%	1	5,889.60	0.0%	2	26,961.37	0.1%
Fairhaven	28	1,408,754.45	3.8%	23	1,734,019.02	4.3%	24	1,493,096.32	4.1%
Fall River	6	366,945.00	1.0%	6	410,638.68	1.0%	6	353,149.28	1.0%
Freetown	2	20,375.89	0.1%	1	48,961.34	0.1%	2	78,727.67	0.2%
New Bedford	33	1,710,717.75	4.6%	39	2,250,213.41	5.6%	39	1,983,801.52	5.4%
Taunton / Raynham	3	214,837.48	0.6%	1	113,172.86	0.3%	3	154,475.73	0.4%
Bristol Other	3	20,482.31	0.1%	4	42,222.10	0.1%	2	77,194.15	0.2%
Sub-total	108	5,732,580.82	15.6%	114	7,057,120.60	17.5%	120	6,729,621.52	18.5%
<b>Other Off-Cape Towns</b>									
	125	5,748,536.87	15.7%	128	5,867,506.69	14.6%	133	6,125,027.42	16.8%
<b>GRAND TOTAL</b>	<b>724</b>	<b>\$ 36,675,331.59</b>	<b>100.0%</b>	<b>757</b>	<b>\$ 40,229,131.44</b>	<b>100.0%</b>	<b>710</b>	<b>\$ 36,406,272.02</b>	<b>100.0%</b>



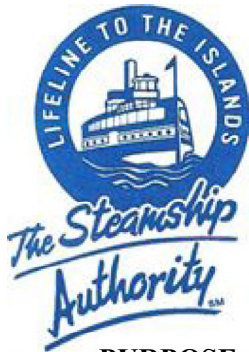




# STAFF SUMMARY

Date: April 15, 2021

File# A - 660



TO:		FOR:		FROM:
x	General Manager	x	Vote	Dept.: Accounting & Finance
x	Board Members		Information	Author: Mark K. Rozum
				Subject: Memorandum of Understanding with Cape Cod Regional Transit Authority

## PURPOSE:

To request a vote of the Members to authorize the General Manager to execute a Memorandum of Understanding between Cape Cod Regional Transit Authority (“CCRTA”) and the Woods Hole, Martha’s Vineyard and Nantucket Steamship Authority (“Steamship Authority”) relative to grant funds from the Federal Transit Administration (FTA).

## BACKGROUND:

In 2015, the Steamship Authority was approached by the CCRTA regarding eligibility to participate in the National Transit Database (NTD) program for possible funding opportunities from the FTA. With the assistance and guidance of the CCRTA, the Steamship Authority applied for and was accepted to participate in the NTD program.

Since its acceptance into the FTA’s program, the Steamship Authority has tracked and submitted data related to activities, both statistical and financial, to the NTD through its on-line portal. Since the CCRTA is the designated recipient for the Barnstable Urbanized Area (UZA), grant funds related to the Steamship Authority’s reporting activities are first transferred to the CCRTA. While these grant funds are a result of the Steamship Authority’s operating data, the CCRTA, as the designated recipient for the Barnstable Urbanized Area, has oversight and audit responsibilities.

Under the FTA’s program, funding is made available to designated recipients that are public bodies with the legal authority to receive and dispense federal funds. Governors, responsible local officials and publicly owned operators of transit services shall designate a recipient to apply for, receive, and dispense funds for urbanized areas. The governor or governor's designee acts as the designated recipient for urbanized areas between 50,000 and 200,000. For urbanized areas with 200,000 in population and over, like Barnstable County, funds are apportioned and flow directly to a designated recipient selected locally, like CCRTA, to apply for and receive federal funds. For urbanized areas under 200,000 in population, the funds are apportioned to the governor of each state for distribution.<sup>1</sup>

<sup>1</sup> <https://www.transit.dot.gov/funding/grants/urbanized-area-formula-grants-5307>

In addition to the “standard” grant funding historically received from the FTA via the CCRTA, the Steamship Authority, as a sub-recipient to CCRTA under 49 U.S.C. §5307, was eligible for grants made available by the FTA through the Coronavirus Aid, Relief, and Economic Security Act or “CARES Act.” Those CARES Act funds were received in May 2020, following the approval of a Memorandum of Understanding between the CCRTA and the Steamship Authority.

Whereas, the federal government has provided additional FTA formula apportionment funding through the Coronavirus Response and Relief Supplemental Appropriations Act or “CRRSAA”, the Steamship Authority reached a second Memorandum of Understanding with the CCRTA related to the Steamship Authority’s eligibility for “Grant Funds” under CRRSAA. Under the attached draft “CRRSAA” MOU, CCRTA agrees to reimburse the Steamship Authority up to 100% of the additional Coronavirus Response and Relief Supplemental Appropriations Act FTA urbanized area formula funding resulting from its direct transportation reporting to the NTD, for eligible costs related to the unprecedented impact that the COVID-19 virus pandemic currently has had on the Steamship Authority’s projects and operations in and around the Barnstable UZA. This second MOU outlines the obligations of each party related to these “Grant Funds” as well as acceptable usage of the funds and reporting obligations. “Grant Funds” related to this program total \$8,390,258, which are available to the Steamship Authority for financing of certain projects and services, including defined eligible operational expenses.

Accordingly, through its relationship with the CCRTA, the Steamship Authority is receiving a total of \$8,390,258 in grant funding from the FTA in the coming months.

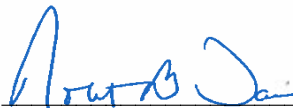
**RECOMMENDATION:**

That the Members vote to authorize the General Manager to execute the attached Memorandum of Understanding between Cape Cod Regional Transit Authority and the Woods Hole, Martha’s Vineyard and Nantucket Steamship Authority concerning grant funds from the Federal Transit Administration related to the recently passed Coronavirus Response and Relief Supplemental Appropriations Act.



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Mark K. Rozum  
Treasurer/Comptroller



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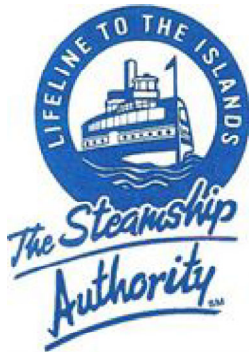
Robert B. Davis  
General Manager

Attachments

# STAFF SUMMARY

Date: April 15, 2021

File# MO-2021-01



TO:		FOR:		FROM:
X	General Manager	X	Vote	Dept.: Marine Operations Author: Mark H. Amundsen
X	Board Members		Information	Subject: Contract No. 08-2021: "Dry-dock and Overhaul Services for the M/V Gay Head"

## PURPOSE:

To request the Members authorize the General Manager to award Contract No. 08-2021, "Dry-dock and Overhaul Services for the *M/V Gay Head*", to the lowest eligible and responsible bidder, Thames Shipyard and Repair Company of New London, CT for a Total Contract Price of \$1,131,455.

## BACKGROUND:

The *M/V Gay Head* is scheduled to enter shipyard availability from July 3, 2021 to August 13, 2021 to undergo a required United States Coast Guard hull exam; rudder, propeller and shaft maintenance, coating maintenance on underwater and superstructure areas and installation of a new fire detection system.

The 2021 Operating Budget estimate for "Dry-dock and Overhaul Services for the *M/V Gay Head*", including the above mentioned items, was \$877,080. The major discrepancies between the amounts budgeted in the 2021 Operating Budget and the bid results of Contract No. 08-2021, were:

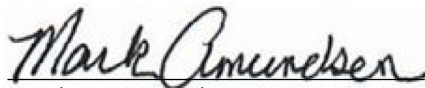
- Increase in the area of blasting and coating of the underwater hull of the vessel from \$91,000 to \$152,620.
- Increase in structural steel renewal from \$145,000 to \$189,000.
- Increase in the forepeak and aft peak cleaning and coating system from \$0 to \$100,990.
- A new Fire Detection system from \$0 to \$134,526.

Drawings and specifications were sent to ten (10) shipyards. One (1) responsive bid was received. See attached Bid Summary.



**RECOMMENDATION:**

To authorize the General Manager to award Contract No. 08-2021, "Dry-dock and Overhaul Services for the *M/V Gay Head*", to the lowest eligible and responsible bidder, Thames Shipyard and Repair Company of New London, CT for a Total Contract Price of \$1,131,455.



Mark H. Amundsen  
Director of Marine Operations

APPROVED:



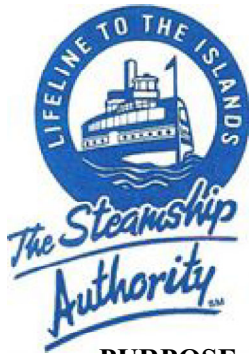
Robert B. Davis  
General Manager

Attachments

# STAFF SUMMARY

Date: April 16, 2021

File# GM-758



TO:		FOR:		FROM:
	General Manager	x	Vote	Dept.: Woods Hole Reconstruction Project Author: William J. Cloutier
x	Board Members	x	Information	Subject: Woods Hole Terminal Design Change Order 144 Contract #16-2017

## **PURPOSE:**

To request a vote of the Board to authorize the General Manager to execute Change Order No. 144 for Contract No. 16-2017 "Woods Hole Ferry Terminal Reconstruction - Waterside" with Jay Cashman, Inc. at a total cost of \$410,138.00.

## **BACKGROUND:**

At their meeting in February 2021, the Members approved Change Order No. 138, which addressed the obstruction impacts encountered while driving monopiles 24, 27, 29 and 31. At that meeting, staff reported that monopile 24 and monopile 31 could not be installed to the required final tip elevation after several attempts were made. As a result, GZA GeoEnvironmental, Inc. ("GZA") had to redesign supplemental supports for these two monopiles.

Change Order No. 144 is for the labor and materials to add additional piles to support monopile 24 following GZA's redesign efforts. Monopile 24 was driven to a depth of -65 feet where it reached driving refusal from underground obstructions, likely boulders. The design depth required for monopile 24 is -100 feet.

An initial plan to support monopile 24 considered using the 18- inch diameter piles from the south head dolphin. That south head dolphin is now being replaced with the gravity structure, which was approved by the Members at their March 24<sup>th</sup> meeting. This initial plan changed because the 18- inch diameter piles are now needed to support the north head dolphin. The new plan includes driving two (2) 42-inch diameter piles vertically behind monopile 24. These 42-inch piles are 100 feet long and will be driven to a depth of at least -85 feet and filled with concrete.

The cost estimate for the labor materials and equipment to drive the two (2) 42-inch diameter piles vertically behind monopile 24 is \$410,138.00.

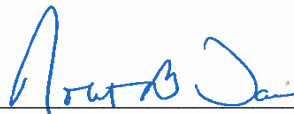
**RECOMMENDATION:**

The staff recommends that the Members vote to authorize the General Manager to execute Change Order No. 144 for Contract No. 16-2017 “Woods Hole Ferry Terminal Reconstruction - Waterside” with Jay Cashman, Inc. at a total cost of \$410,138.00.



\_\_\_\_\_  
William J. Cloutier  
Woods Hole Reconstruction Project Manager

APPROVED:

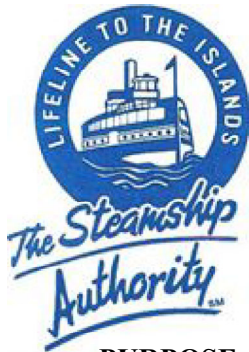


\_\_\_\_\_  
Robert B. Davis  
General Manager

# STAFF SUMMARY

Date: April 20, 2021

File# GM-759



TO:		FOR:		FROM:
	General Manager	x	Vote	Dept.: Woods Hole Reconstruction Project Author: William J. Cloutier
x	Board Members	x	Information	Subject: Woods Hole Terminal Design Change Order 145 Contract #16-2017

## PURPOSE:

To request a vote of the Board to authorize the General Manager to execute Change Order No. 145 for Contract No. 16-2017 "Woods Hole Ferry Terminal Reconstruction - Waterside" with Jay Cashman, Inc. ("Cashman") at a total cost of \$870,577.

## BACKGROUND:

At their meeting on March 24, 2021, the Member approved the procurement of the material consisting of steel sheet piles reinforced by steel channels and tie rods, which are needed to construct a "gravity structure" to support Slip No. 1's south head dolphin, under Change Order No. 141. Change Order No. 145 is for the labor and fill materials to install the gravity structure for the south head dolphin in Slip No. 1.

Cashman probed the area surrounding the south head dolphin with an H pile, but could not penetrate the soil more than -15 to -19 feet, indicating that a large boulder field was present. The presence of these obstructions led to a redesign of the pile supported structure, and replace it with the larger gravity structure, which is 26 feet X 26 feet as detailed in the attached plans. The structure will rest on the ocean floor and its tremendous mass is designed to absorb the design impacts of the ferries arriving and departing from Slip No. 1. The frame of the structure consists of sheet piles stiffened with steel wales and tie rods to form a large box. The inside of the structure will then be filled with stone and concrete. The dolphin fender will then be hung onto this large mass.

The Conservation Commission has yet to approve the amended Order of Conditions for the installation of the gravity structure, but it is expected to be addressed at its next meeting on April 21, 2021. The Department of Environmental Protection ("DEP") has indicated that approval of this structure is likely as it is a minor modification to the M.G.L. c. 91 license for the project.

Cashman has assessed the labor, equipment, and fill materials to install the gravity structure to support Slip No. 1's south head dolphin and has provided a preliminary estimate of \$870,577. Staff, along with engineers from GZA Environmental, have identified some additional efficiencies which would potentially reduce the estimate down to \$712,105. At this time,


however, staff has not been able to confirm with Cashman the value of these reductions.

**RECOMMENDATION:**

The staff recommends that the Members vote to authorize the General Manager to execute Change Order No. 145 for Contract No. 16-2017 “Woods Hole Ferry Terminal Reconstruction - Waterside” with Jay Cashman, Inc. at a total cost not to exceed \$870,577 following approval of the permitting amendments.



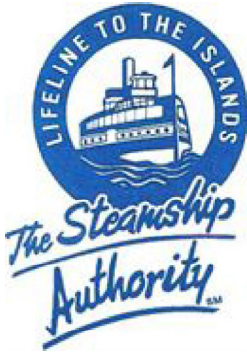
\_\_\_\_\_  
William J. Cloutier  
Woods Hole Reconstruction Project Manager

APPROVED:  \_\_\_\_\_  
Robert B. Davis  
General Manager

# STAFF SUMMARY

Date: April 15, 2021

File# MO-2021-02



TO:		FOR:		FROM:
X	General Manager	X	Vote	Dept.: Marine Operations
				Author: Mark H. Amundsen
X	Board Members		Information	Subject: Contract No. 12-2018, "Supply and Deliver Two (2) MTU 12V4000 Short Block Assemblies and Associated "O" Rings, Bearings and Other Misc. Parts" Change Order No. 01

## **PURPOSE:**

To request a vote of the Board to authorize the General Manager to execute Change Order No. 01 for Contract No. 12-2018, "Supply and Deliver Two (2) MTU 12V4000 Short Block Assemblies and Associated "O" Rings, Bearings and Other Miscellaneous Parts", to Stewart & Stevenson Power Products, LLC of Marlborough, MA for the Total Price of \$245,220.52.

## **BACKGROUND:**

Following the catastrophic failure, in July 2019, of one (1) of the M/V Iyanough MTU 12V4000 engines re-built by Stewart & Stevenson Power Products, in conjunction with Contract No. 12-2018, a settlement was reached in December 2020. The settlement included: 1) a parts credit from MTU America for \$185,000; 2) a parts credit from Stewart & Stevenson Power Products LLC for \$90,000; 3) a 5% discount on all parts and service for a period of one year and 4) a "donor" engine recently removed from commercial service with a market value exceeding \$150,000.

In December 2019, the Steamship Authority awarded Contract No. 15-2019, Supply and Deliver One (1) MTU 12V4000 Short Block Assembly and Associated "O" Rings, Bearings and Other Miscellaneous Parts" to Stewart & Stevenson Power Products, LLC of Marlborough, MA for the Total Price of \$277,403.97. This short block assembly was intended to serve as the basis of a spare engine, to be used in an emergency, on the M/V Iyanough. The short block requires additional parts to be installed to complete the engine for immediate use.

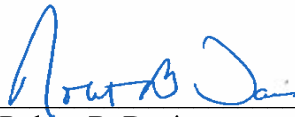
Upon the completion of this springs vessel repair periods, it is anticipated that the Authority's maintenance staff will be able to commence the build-up of the spare short block assembly. Staff along with representatives from Stewart & Stevenson Power Products have identified a list of parts required for this project. The list of parts are identified in the attached Atlantic Detroit Diesel, a Stewart & Stevenson Company, Quotation # 30061957. Additional parts will be required at a later time to complete the engine build-up.

**RECOMMENDATION:**

To authorize the General Manager to execute Change Order No. 01 for Contract No. 12-2018, "Supply and Deliver Two (2) MTU 12V4000 Short Block Assemblies and Associated "O" Rings, Bearings and Other Miscellaneous Parts", with Stewart & Stevenson for \$245,220.52 to utilize parts credits.



Mark Amundsen  
Director of Marine Operations

APPROVED: 

Robert B. Davis  
General Manager

Attachments