



Woods Hole, Martha's Vineyard and Nantucket Steamship Authority

SUMMARY OF THE MEETING OF THE WOODS HOLE, MARTHA'S VINEYARD AND NANTUCKET STEAMSHIP AUTHORITY

March 16, 2021

The Members of the Woods Hole, Martha's Vineyard and Nantucket Steamship Authority Board held a meeting Tuesday, March 16, 2021, in the second-floor conference room of the Authority's Hyannis terminal building, 69 South Street, Hyannis. Four Board Members were present and participated via Zoom video conference call: Chair Kathryn Wilson (Falmouth); Secretary Robert F. Ranney (Nantucket); Robert R. Jones (Barnstable); and James M. Malkin (Dukes County). Vice Chair Moira E. Tierney (New Bedford) was absent.

1. General Manager Robert B. Davis provided an update on the Authority's efforts regarding the COVID-19 virus, commonly referred to as the coronavirus, as follows:
 - The Authority continues its cleaning and sanitation efforts to hopefully reduce potential sources for the virus at our vessels, buses and facilities.
 - Compliance with face covering and mask policies continues to be a challenge despite state and federal mandates, so the Authority has posted additional signs and has been making PA announcements at the terminals and on the vessels to remind its customers of the need to wear masks at all times.
 - Vessel crews, before the beginning of their watch, are given a wellness check by a trained medical professional. Shoreside personnel are given a wellness questionnaire, which includes a thermal scan by a non-contact scanner, which they need to complete and provide their supervisor to be given clearance to report to work or are sent home.
 - Most importantly, employees have been told that, under no circumstances, should they be coming to work while they are sick, for their own safety, the safety of their crewmembers and for the safety of its passengers. If any employee comes to work sick, they will be sent home – period.
 - Staff continues to monitor demand for vehicle space, but it is anticipated that the schedule modifications that became effective January 16, 2021, will remain in effect through the end of the schedule, which is March 31, 2021.
 - The Authority is working with its Nantucket and Hyannis employees on what measures can be taken in order to resume driver services, at least initially for Nantucket residents.

- The Authority continues to work with its concessionaire, Centerplate, on reopening plans. Some of the options being discussed include opening landside facilities only, perhaps with a food truck; offering limited prepackaged food and drink with consumption limited to outside areas only; and increased use of vending machines. Like a number of businesses, Centerplate will need time to ramp up their operations, and they and the Authority are tentatively looking at the start of the early summer schedule, May 19, 2021, as a target date. The Board generally agreed that the Authority needed to find a way to sell some form of concessions, if safe, this year.
- The Authority continues to send out email notices to customers traveling on-island about how to register with the state should they be out-of-state visitors.
- A dedicated landing page has been created on the Authority's website for coronavirus updates, www.steamshipauthority.com/2019coronavirus, so customers are asked to continue to check there for updates, as well as the Authority's Facebook and Twitter pages, its eNews and the local media outlets. Since its inception, the dedicated coronavirus landing page has had nearly 135,000 visits with approximately 3,000 visits in the last 30 days and nearly 800 in the past seven days.

2. Woods Hole Terminal Project Manager William J. Cloutier provided an update on the Woods Hole Terminal Reconstruction Project. Since the last Board meeting, marine contractor Jay Cashman Inc.'s landside crew continued to work to connect the tieback rods to the bulkhead wale and the sheets for the "deadman" wall. Cashman also installed the wale around the 48-inch diameter storm water outfall. The landside crew completed the bulkhead work and cut the steel sheets to the designed elevation.

On the north side of the site, carpenters and ironworkers formed the footing and set the rebar for the footing of the concrete wall at the north property line. They then installed the forms and rebar for the concrete wall at the north property line. Divers mobilized at the north bulkhead area to begin hanging the sheetpile sheets and securing the toe of the sheets underwater.

Cashman's barge crew completed driving the piles for the passenger float and welded the steel caps on the piles. They also started installing the falsework for the southern head dolphin, which will be supported on 12 18-inch diameter piles. The barge crew started cutting the monopiles to their design elevation and welding fender spool piece stand offs to the monopiles.

Another crew worked on grouting the precast decking for the passenger pier and installed the last precast deck planks for the pier

The carpenters continue to prefabricate the canopy for the south pier at our Gifford Street property.

Thus far, the Authority has sent out 138 community emails updates for the project.

3. Mr. Davis stated the first community input session on the landside design phase of the Woods Hole Terminal Reconstruction Project would be held on Tuesday, March 23, 2021, at 5:30pm via Zoom due to ongoing COVID-19 concerns.

The project's design team, led by BIA.studio, will be on the call to discuss design criteria and objectives. The goals of the session are to foster an open dialogue with community stakeholders; to answer questions related to the project design; and to listen to public comments and input.

This session is being held to coincide with the completion of approximately 40% of the schematic design phase; a second session will be held when the schematic design phase is at approximately 90% completion. Then, during the subsequent design development phase, sessions will again be held at the 40% and 90% milestones (approximately in October and December of this year).

4. Director of Marine Operations Mark A. Amundsen provided an update on the dry dock for the *M/V Woods Hole* at Thames Shipyard in New London, Connecticut, which is now complete. Highlights of the project include installation of a new diesel oil purifier system, overall of two (2) generators and alternators, overhaul of port and starboard tail shafts and bearings, and overhaul of the bow thruster. The current grand total for the contract, including credits and change orders, is \$907,485.
5. Mr. Amundsen provided an update on the dry dock for the *M/V Governor* at Thames Shipyard. Highlights of the project include overhaul of the rudder, tail shafts and bearings, overhaul of the generator alternators, and blasting and coating of the hull areas. Total contract price is \$808,183.
6. Mr. Davis provided the following update on the Safety Quality Management System ("SQMS") project:
 - Substantial work has been completed with respect to development of the Support Operations Manual (SOM) and completion of the development of the SQMS Guide.
 - Onsite training has started with vessel personnel in accordance with related plans and has been well received. Participants have been engaged and have asked relevant questions and raised pertinent concerns.
 - Preparation for "hard" implementation in early April has begun. It will be coordinated by a related plan to account for pertinent tasks including distribution of hard copy checklists and forms, including logbooks.
 - SMSLLC has contacted the American Bureau of Shipping to begin discussions concerning certification of the SQMS. It is recommended that the Authority start application for certifications during April.
 - The overall project timeline remains unchanged for the Authority to achieve SQMS certification in June 2021.
7. Communications Director Sean F. Driscoll provided an update on the website redevelopment/redesign project. The project team has conducted internal surveys to gather feedback on what works and what does not about our current website, as well as a wish list for the new site and/or a mobile application. An online survey is running through Sunday, March 21, 2021, to gather customer comments; so far, it has received

more than 1,600 completed responses. Marketing research firm Consumer Insight Associates is in the process of completing phone interviews with 28 key stakeholders to get more in-depth input on the website redesign. The list of interviewees includes representatives from both the Port Council and Board, as well as government, business and community representatives from both the islands and our mainland communities. The website redesign project committee expects to receive a final report on the survey the week of April 5, 2021, and it will use that information to help develop the RFP.

After interviewing two firms, the website redesign project committee has selected Regan Digital Studio to provide technical guidance and assistance to the project team as the committee works to develop the Request for Proposals. Like Pierce-Cote Advertising, Regan Digital is a division of Regan Communications, the Authority's longtime communications and advertising partner. Regan Digital's president, Dave Jensen, has more than 15 years' experience in operations and digital marketing. His technical knowledge and insight into industry trends will help the project team greatly; an added benefit is a continuation of the Authority's partnership with Regan, which will allow their years of familiarity with the Authority's operations to be reflected in its website design efforts.

The project team expects to issue the RFP in May 2021, and bring a recommendation to the Board for a vote in August or September 2021.

Mr. Driscoll also clarified the project's budget, stating that the \$2,000,000 line item on the 2021 Capital Budget is the total available funding based on grant awards from the FAST Act Ferry Boat Program. On the Cape Cod Metropolitan Planning Organization's 2020 Transportation Improvement Plan, both the redesigned website and a mobile web application were listed as separate Projects In Need of Funding in the amounts of \$1,250,000 and \$750,000 each, respectively. These amounts were priced individually and may realize cost savings based on the specific bids and vendors who reply to the RFP. In the event the total costs come under those levels, the Authority may have the opportunity to reallocate remaining grant and capital funding. The funding can be used for not only the development process but also any equipment upgrades that may be required as a result of this process. And as with any procurement item of more than \$100,000, the contracts for this project will come to the Board for approval.

8. Mr. Davis reviewed with the Board the preliminary draft of the proposed 2022 Operating Schedules for discussion purposes only. The proposed 2022 operating schedules from January 5, 2022 to January 2, 2023 would start one day earlier than 2021 for both the Martha's Vineyard and Nantucket routes but would end two days earlier. The 2022 Martha's Vineyard and Nantucket operating schedules would be essentially the same as 2021, with the exception of the assigned vessels and the start and end dates of the schedules.

Staff initially had proposed to the Port Council to split the winter schedule for the Vineyard route into two schedules; however, after a review of January 2021 vehicle traffic and given the fact that the *M/V Island Home* will be away for its scheduled dry

dock and repair period, staff is now recommending that the schedule not be split and that the *M/V Katama* berth on-island for the entire winter schedule.

This staff summary and the proposed schedules are posted to the Authority's website at www.steamshipauthority.com/about/news so that they are available for public comment through April 20, 2021. Staff anticipates bringing the schedules to the Board for approval at a subsequent meeting.

9. The Board approved Mr. Davis' goals for the year ending June 30, 2021, as such:
 1. Complete Phase 4 of the reconstruction of the Woods Hole Terminal (marine work) before the start of the 2021 Summer Operating Schedule on June 23, 2021.
 2. Complete the schematic design phase, as well as the design development phase, for the Woods Hole Terminal Building and Utility Building including opportunities for community engagements and obtain the necessary permitting for the construction of the same.
 3. Issue an invitation for bids and the award of a contract for the construction of the Authority's new maintenance warehouse, shops and office facility at the Authority's Falmouth Maintenance site on Bernard St. Jean Drive, subject to availability of funding.
 4. Oversee a study of a website upgrade/redesign in preparation for the solicitation of proposals and award of a contract for the redesign of the website and/or development of a mobile app to begin in fall 2021.
 5. Issue a request for proposals and the award of a contract for a qualified solar developer to develop solar array canopies at the Authority's Thomas Landers Parking Facility.
 6. Complete a Fleet Useful Life, Functional Obsolescence Survey as the initial stage in the Authority's vessel replacement program.
 7. Complete an evaluation on the feasibility for alternative power technology systems for the Authority's vessel replacement program.
 8. Complete the development and implementation of the Safety Quality Management System (SQMS) in order to achieve certification during June 2021.
 9. Pursue capital grant funding opportunities from the U.S. Department of Transportation's Federal Transit Administration and other federal and state agencies.
10. The Board authorized Mr. Davis to write a letter of support to the Massachusetts Department of Transportation regarding the Town of Falmouth's request to review speed limits and highway signage on Woods Hole Road.

The next regularly scheduled monthly board meeting is currently scheduled for 9:30 a.m. April 20, 2021, via Zoom videoconferencing. Please look for the formal notice for the meeting that will appear on this website next month. Thank you.