



Woods Hole, Martha's Vineyard and Nantucket Steamship Authority

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

February 15, 2022

The Members of the Woods Hole, Martha's Vineyard and Nantucket Steamship Authority Board held its monthly meeting on Tuesday, February 15, 2022, at the Authority's Administrative Offices, 228 Palmer Avenue, Falmouth. All five Board Members were present and participated via Zoom videoconferencing: Chair Moira E. Tierney (New Bedford); Vice Chair Robert F. Ranney (Nantucket); Secretary Robert R. Jones (Barnstable); James M. Malkin (Dukes County); and Peter J. Jeffrey (Falmouth).

1. General Manager Robert B. Davis and Woods Hole Terminal Reconstruction Project Manager William J. Cloutier provided the following updates on the Woods Hole Terminal Reconstruction Project:
 - Marine contractor Jay Cashman Inc. demobilized some equipment and removed Jersey barriers.
 - Cashman completed access modifications and handrail installation to Monopile Nos. 8 & 9.
 - The concrete subcontractor was on-site performing final repairs of the south pier structural pile caps.
 - Plumbing, electrical, and fuel system subcontractors were also on-site continuing the installation of the shore utilities on the south head dolphin for Slip No. 1.
 - Cashman began preparatory work for the Monopile No. 24 cofferdam structure, then the divers mobilized on-site to do the underwater work on the cofferdam at Monopile No. 24. They will install wales and tieback rods to secure the sheet piles forming the cofferdam.
 - Divers will also weld closure plates to close the gaps between the sheets and the piles.
 - Cashman's crew supported the divers with crane support and fabricating the wales.
 - The utility installation work on the south head dolphin is complete. The shore power, sewer pump-out, fuel and potable water connections have been installed.
 - Thus far, the Authority has sent 185 community email updates for the project.

2. Mr. Davis provided an update on the Safety Management and Quality System (SQMS), noting that the Support Operations Manual (SOM), the Terminal and Facilities Operations Manual (TFOM) and the Vessel Operations Manual (VOM) are now complete. The next steps will be to coordinate with project's consultants, SMSLLC, on an internal audit and management review, then setting a date for the SQMS certification
3. Communications Director Sean F. Driscoll provided the following updates on the website redesign and mobile app development project:
 - ADK Group and the Steamship Authority have been deep into the six-week discovery phase of the project, called Revealing Reality.
 - The intent of the phase is to map the current and ideal states of the web platform; and identify all layers and dimensions of the current technological ecosystem, including users and their journeys, features and functionality, and infrastructure.
 - More than one dozen workshops and working sessions with various members of the project team have been held in the last month, with more to come.
 - Revealing Reality is scheduled to end March 1, with Focused Innovation to start in early March. In this next phase, ADK will work to define the overall structure of the user experience and will also include user testing with members of the public.

Mr. Driscoll noted he recently worked with ADK to develop a public engagement plan for the project, which includes:

- A landing page on the website, www.steamshipauthority.com/websiteproject.
 - A new eNews edition that will have biweekly updates.
 - Distribution of monthly sprint reports to Port Council and Board.
 - Quarterly public presentations on the website and through the eNews.
 - Public presentation of final deliverables, including user testing prior to and following launch.
4. Director of Marine Operations Mark H. Amundsen provided an update on the dry docking of the *M/V Island Home* at Senesco Marine LLC of North Kingstown, Rhode Island, which recently began. Highlights of the project include overhaul of the bow and stern doors, blast and coating of the superstructure and underwater areas, overhaul of the bow thrusters, shaft, rudders, and anchor windlass. The contract cost, including change orders and credits, is \$1,117,476.
 5. Mr. Amundsen provided an update on the dry docking of the *M/V Iyanough* at Thames Shipyard and Repair Co. of New London, Connecticut, the highlights of which are extensive coating renewals, overhaul of jet drives and carpet renewals. The contract cost, including change orders and credits, is \$649,659.
 6. Mr. Amundsen provided an update on the brief dry-dock for the *M/V Katama* at Thames Shipyard, which was necessitated by the discovery of a crack in the hull, which was not exterior to the vessel but in a channel cooler of one of the auxiliary generators. The vessel will undock on Wednesday, February 16, 2022, and return to service shortly thereafter.

7. Mr. Davis provided an update on the Authority’s COVID-19 vaccination verification policy, which was implemented in January 2022 to further prevent viral infection and transmission among its workforce and the traveling public. The adoption of this policy was consistent with Executive Order No. 595 issued by Gov. Baker in the fall.

The Authority’s policy is that all employees demonstrate that they have received at least one COVID-19 vaccination by the start of its 2022 Winter Operating Schedule on January 5, 2022, and to be fully vaccinated by February 16, 2022. To meet the policy’s requirements, employees are required to complete a COVID-19 Vaccination Employee Self-Attestation Form and submit the completed form and any supporting documents to the Authority’s Human Resources Department.

Currently, over 95% of the Authority’s employees have submitted a proof of vaccination; have been granted exemption based upon sincerely held religious beliefs or medically detrimental conditions; or have provided documented appointments for vaccination. The remaining employees remain ineligible to work.

8. Chris Iwerks and Lian Davis from BIA.studio presented an update on the landside design of the Woods Hole Terminal Reconstruction Project, which was an abbreviated version of the update delivered at the January 19, 2022, community engagement forum.
9. The Board voted to approve the proposed 2022 Capital Budget, including the following requests totaling \$7,850,000:

Project	Estimated cost
Design & Engineering Services Side Loading <i>M/V Woods Hole</i>	\$100,000
Primary Storage System Replacement	\$88,000
Web Farm Primary Firewall Replacements	\$75,000
Mashpee Disaster Recovery Update	\$65,000
Mashpee Virtualization - Replace desktops	\$50,000
Vessel Laptop Upgrade to support SQMS	\$42,000
Personal Computer Replacements	\$75,000
Ticket Scanners and RFID Readers	\$250,000
Installation of Fire Detection Systems	\$325,000
Installation of Digital Gyro Systems	\$100,000
Installation of New Radar Systems	\$400,000
Spare MTU Engine - <i>M/V Woods Hole</i>	\$500,000
Spare MTU Engine - <i>M/V Iyanough</i>	\$850,000
Shuttle Bus Replacements (4) Electric	\$4,100,000
Shuttle Van Replacements - Woods Hole	\$98,000
Shuttle Van Replacements - Hyannis	\$98,000
Luggage Tow Motor Replacements	\$232,000
Misc. Projects (less than \$50,000 each)	\$400,000

Treasurer/Comptroller Mark K. Rozum said as of January 26, 2022, the Authority had \$15.4 million available for capital projects, with \$15.1 million in commitments and an anticipated \$11,950,000 being transferred into the replacement fund.

10. The Board authorized Mr. Davis to execute the following procurement items:
 - To purchase four (4) 40-foot low floor electric transit buses along with the necessary charging infrastructure that accompanies it from the lowest responsive contractor, Gillig LLC of Livermore, California, for a total price not to exceed \$4,000,000.
 - To purchase a spare MTU main propulsion engine, model 12V4000M70, 2335 BHP IMO tier 1, to the lowest eligible and responsible sole source bidder, Stewart & Stevenson Power Products LLC – Atlantic, for a total price of \$848,510.
 - To purchase a spare MTU main propulsion engine, model 16V4000M64, 2680 BHP IMO tier 3, to the lowest eligible and responsible sole source bidder, Stewart & Stevenson Power Products LLC – Atlantic, for a total contract price of \$500,430.

11. The Members asked for the preparation of a report for the next month’s meeting regarding the creation of a chief operating officer position at the Authority in response to recently introduced legislation that would mandate the creation of said position for the Authority. The creation of the position was among the recommendations contained in the comprehensive review of the Authority’s operations performed in 2018 by HMS Consulting, Glostén Associates and Rigor Analytics.

The next monthly Board meeting is currently scheduled for 9:30 a.m. March 15, 2022. Please look for the formal notice for the meeting that will appear on this website. Thank you.