



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

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

January 25, 2021

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The Members of the Woods Hole, Martha's Vineyard and Nantucket Steamship Authority Board held a meeting Monday, January 25, 2021, in the first-floor conference room of the Authority's administrative office building, 228 Palmer Avenue, Falmouth. All five Board Members were present and participated via Zoom video conference call: Chair Kathryn Wilson (Falmouth); Vice Chair Moira E. Tierney (New Bedford); Secretary Robert F. Ranney (Nantucket); Robert R. Jones (Barnstable); and James M. Malkin (Dukes County).

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:
  - Authority personnel continue to use electrostatic sprayers along with backpack foggers on a daily basis to dispense hospital-grade disinfectant along with a prolonged antimicrobial agent for longer protection. These sprayers and foggers are being used at the Authority's facilities, onboard the vessels and on the Authority's buses.
  - Compliance with face covering and mask policies continues to be a challenge, 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.
  - On January 4, 2021, the Authority began running its approved winter operating schedule on both routes. That schedule was anticipated to run through March 31, 2021; however, as demand for vehicle space was monitored, the opportunity to

consolidate some of the trips was identified as the demand for off-peak trips was low. Staff anticipated making those schedule modifications effective January 19, 2021, but that timeline was accelerated in response to the rise in COVID-19 cases within the organization.

- 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](http://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 131,000 visits with approximately 3,800 visits in the last 30 days and over 1,000 in the past seven days.
2. Director of Marine Operations Mark Amundsen provided an update on the completion of the dry dock of the *M/V Eagle* at Thames Shipyard in New London, Connecticut, which includes installation of a new anchor windlass, blasting and recoating of the underwater portions of the hull, overhauling the emergency generator, installation of new cutlass bearings, a new diesel oil purifier system, and an overhaul of the bow and stern freight doors. A new fire detection system being installed is expected to be fully operational by spring. The *M/V Eagle* is now back on the Hyannis-Nantucket run and the project's tentative total cost is \$1,987,497.
  3. Mr. Amundsen also provided an update on the start of the dry dock for the *M/V Woods Hole* at Thames Shipyard in New London, Connecticut. 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 tailshafts and bearings, and overhaul of the bow thruster. The current grand total for the contract, including credits and change orders, is \$826,379.
  4. Mr. Davis provided an update on the Safety Quality Management System ("SQMS") project. Earlier this month, staff meet with Safety Management Systems LLC (SMSLLC) to determine a "roadmap" for realignment of certain imminent project phases as a continued consequence of COVID-19. The roadmap is being integrated into the Project Management Plan to guide collective efforts to achieve certification by June 30, 2021.

Phase 2 and Phase 3 deliverables/documentation was issued as "draft final" versions at the first of this year. Documentation includes the: SQMS Guide, the Vessel Operations Manual (VOM), and the Terminals and Facilities Operations Manual (TFOM). These documents will be made available to Authority personnel via internal networks and the Learning Management System.

SMSLLC met online with all senior managers on January 8, 2021, to introduce training materials intended for all employees and to obtain feedback for improvement. Training materials were then updated and provided to the Authority for hosting via the LMS. A component of means testing was developed to supplement such materials as well. Training by SMSLLC and the Authority will be accomplished via a blended learning

approach to support live onsite training, simultaneous online hosting, and training supported by the LMS.

SMSLLC is currently focused on Project Phase 4, the final SQMS document development phase, which includes a Support Operations Manual (SOM) and completion of the GUIDE. The timeline for Phase 4 calls for completion by the end of February 2021.

5. 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. continued to drive the monopiles, initially using the vibratory hammer but then switching to the impact hammer to drive the monopiles in most cases to the design depth of 100 feet. By the holidays, Cashman's crews had driven 29 of the 38 16-inch piles that support the southern pier.

By the end of the first week of January, Cashman's crew had successfully driven eight (8) of the ten (10) monopiles to their design depth. The other two (2) would have to be repositioned because they encountered obstructions. The barge crew spent most of the following week trying to find a location that would allow the two (2) remaining monopiles to be driven to the design depth of 100 feet. They were not successful as Monopile No. 24 met obstructions at 65 feet and Monopile No. 31 did so at 45 feet. As a result, the engineers are now considering design options to reinforce the piles.

This past week, the barge crew set the falsework and drove the final remaining 16-inch piles for the passenger pier. Cashman's crew was also cutting the monopiles at their required design elevation and filling the top four (4) feet with concrete. The landside crew continued driving the 18-inch piles for the transfer bridge foundation. They also started setting the precast decking on the pile caps for the passenger pier. The landside crew continues to install the precast concrete pile caps for the south passenger pier.

It is anticipated that this week the barge crew will set the falsework and drive the 30-inch piles for the passenger float. The crews will continue to cut and fill the monopiles. The landside crew will continue their work on the south passenger pier setting the pile caps and pre-cast decking. They will demolish the remaining portions of the old slip that is interfering with the new bulkhead deadman wall and the tie backs.

Thus far, the Authority has sent out 131 community emails updates for the project.

6. Chris Iwerks and Lian Davis from BIA.studio presented an update on the landside design phase of the terminal project, specifically the progress on the terminal building. They are planning community engagement sessions to foster an open dialogue with community stakeholders, answer questions related to the project design, discuss design criteria and objectives, and listen to public comment and input. The sessions will be scheduled at four (4) milestones: 40% schematic design, 90% schematic design, 40% design development, and 90% design development.

Other updates on the terminal project include investigation of eliminating one row of vehicle staging to use for bicycle parking along the Shining Sea Bikeway; incorporating best design practices in light of COVID-19; and the pursuit of LEED Certification and/or Zero Energy Certification on the project.

7. Mr. Davis provided an update on the 2021 internet general openings as such:
  - On the Nantucket route internet opening, held January 12, 2021, the Authority processed 5,151 transactions representing nearly \$2.8 million in revenue. By comparison, on the internet opening in 2020, the Authority processed 4,717 transactions representing nearly \$2.4 million in revenue.
  - On the Martha's Vineyard route internet opening, held January 19, 2021, the Authority processed 14,997 transactions representing more than \$3.8 million in revenue. On the general internet opening in 2020, the Authority processed 14,853 transactions representing approximately \$3.3 million in revenue.

The improvements that were made to the software and hardware were evident as customers reported a smooth and quick experience this year. In that regard, the Authority's Management Information Systems Department and its Reservations Office, as well as various vendors and consultants should be thanked.

8. The Board authorized the creation of a Senior Network Engineer/Security Analyst position in the MIS department at a Job Grade Level 13. The new position will provide network engineering assistance and additional protection of information and information systems from unauthorized access, use, disclosure or destruction in order to provide confidentiality, integrity and availability of the Authority's systems and data. This position is responsible for assessing information risk and to facilitate remediation of identified vulnerabilities across its networks and systems.
9. The Board authorized the annual pre-season promotion on high-speed passenger ticket books prior to the resumption of service of the *M/V Iyanough*. This year's sale will run March 21, 2021, through April 3, 2021. However, the Board also authorized me to move the sale dates or hold a second opportunity at the sale should the return of the *M/V Iyanough* to service be delayed due to COVID-19.
10. The Board authorized me to waive the minimum annual guaranteed concession fee for the 2021 calendar year with Boston Culinary Group, d/b/a Centerplate, in light of the COVID-19 pandemic and the ongoing cessation of food concession services on board the Authority's ferries.
11. The Board approved a revision to the Authority's license agreement with Seastreak LLC, which included numerous changes from its 2021 license the Board approved in November 2020. The changes include updated arrival and departure times at the Oak Bluffs, Vineyard Haven, and Nantucket terminals, as well as interisland service in the "shoulder season" that would be in direct conflict with the current license holder for that service, Hy-Line. Therefore, staff recommended that the Board's approval be contingent on Seastreak's schedule not conflicting with any of its ferry arrivals and that interisland service be either eliminated or resolved by agreement with all parties.

12. The Board approved a reauthorization of the Authority's investment policy, which is required every two (2) years. The policy is essentially the same as what was approved in March 2019 by the Board and establishes the framework for its investments (which are fiscally conservative), identifies the types of permitted investments (government securities and the Massachusetts Municipal Depository Trust) and identifies risk avoidance.
13. The Board approved Mr. Davis to execute the following procurement items:
  - Change Order No. 57 with BIA.studio for Contract No. 9B-2012, Woods Hole Ferry Terminal Design, in the amount of \$885,321.00, to cover its annual construction administration phase services, including inspection and testing services for 2021.
  - Change Order No. 134 for Contract No. 16-2017, Woods Hole Ferry Terminal Construction – Waterside, with Jay Cashman Inc. for a total cost of \$151,281.74. The change order is related to additional work needed to install the fender system on the new Slip No. 1 monopiles, which require larger change and pad eyes than designed.
  - The purchase of three (3) 40-foot low-floor electric transit buses, along with the necessary charging infrastructure that accompanies it, from the lowest responsive contractor, BYD North America, for a total contract price not to exceed \$2,950,000. The purchase price will be offset by \$875,000 in grants from the Volkswagen Settlement Grants program and the FTA Low-No program that the Authority was awarded in 2019.

The next regularly scheduled monthly board meeting is currently scheduled for 9:30 a.m. February 16, 2021, via Zoom videoconferencing. Please look for the formal notice for the meeting that will appear on this website next month. Thank you.