



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 16, 2021

The Members of the Woods Hole, Martha's Vineyard and Nantucket Steamship Authority Board held a meeting Tuesday, February 16, 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 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.
 - 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 to January 16, 2021, 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, 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. 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 make progress on driving piles. The barge crew completed driving the 16-inch piles for the south platform. Next they will be setting the 30-inch piles for the passenger float. The crews will continue to cut and fill the monopiles.

The landside crew continue their work on the bulkhead for the north corner of the site. This includes concrete work as well as replacing the fencing along the property line.

Meanwhile, the steel work for the deadman wall and rebar for Slip No. 1 continues and Lawrence Lynch Corp. will be bringing in more stone to fill in the former slip transfer bridge area.

Engineers are still evaluating the two (2) remaining monopiles that were not successfully driven to -100 feet as Monopile #24 met obstructions at -65 feet and Monopile #31 at -45 feet.

Thus far, the Authority has sent out 134 community emails updates for the project.

3. Director of Marine Operations Mark H. Amundsen provided an update on the completion of the dry dock of 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 \$907,485.
4. Mr. Davis provided an update on the Safety Quality Management System ("SQMS") project. Training materials, agendas and scheduling arrangements have been completed and confirmed for SMSLLC onsite training March 15-26, 2021 to introduce personnel to Phase 2 and Phase 3 documentation, which includes the SQMS Guide, Vessel Operations Manual and Terminal and Facilities Operations Manual.

SMSLC remains currently focused on Project Phase 4 – the final SQMS document development phase, which includes a Support Operations Manual (SOM) and completion of the GUIDE (i.e., primarily quality management elements remaining under development per the Project Management Plan). The timeline for Phase 4 remains February 2021, though it is likely that an additional one to two weeks will be necessary to complete documentation. SMSLLC deems this “likely” due to related volume of documentation and interview notes factoring into development of the SOM. Extended staff interviews during late-January were productive in this regard, and SMSLLC aims to achieve accuracy within its draft documentation.

The recently drafted Public Transit Agency Safety Plan (PTASP) was submitted for agency review and comment; the document was returned to the Authority with several comments that will be addressed by SMSLLC following commencement of the SQMS “hard implementation” phase commencing during early April.

The overall project timeline remains unchanged for the SSA to achieve SQMS certification during June 2021.

5. The Board authorized Mr. Davis to amend the license agreement with Cape & Islands Transport Inc. (the Falmouth-Edgartown Ferry) by allowing them to run either the *M/V Pied Piper* or the *M/V Sandpiper* to conduct its seasonal passenger transportation service between Falmouth Inner Harbor, Falmouth, and Edgartown Memorial Wharf, Edgartown during portions of 2021. The Board voted to table a second amendment request that would have allowed Cape & Islands Transport Inc. to operate a new service with a yet-to-be-purchased ferry with a passenger capacity of less than forty (40) passengers between Falmouth Inner Harbor, Falmouth and Vineyard Haven Marina, Tisbury. It is anticipated that this matter will be presented to the Board at a future meeting with additional information provided to them.
6. Treasurer/Comptroller Mark K. Rozum presented the 2021 Capital Budget, which included the following items:

<u>PROJECT TITLE</u>	<u>ESTIMATED COST</u>
Shuttle Replacement - Golf Cart	\$ 10,095
Purchase of welding equipment for Fairhaven Maintenance Facility	\$ 12,412
Janan Handheld NFC Scanners - Grant Funds for 80% of Cost	\$ 50,000
Purchase 4 Heavy Duty 4 Post Lift	\$ 56,414
PC/Laptop Replacements	\$ 75,000
Shuttle Van Replacement - Hyannis	\$ 98,000
Shuttle Van Replacement - Woods Hole	\$ 98,000
Purchase JCB 512-56 Telescopic Telehandler (Lull) for Fairhaven	\$ 157,000
Install Outdoor Digital Signage at all 5 Terminals	\$ 250,000
Vessel Design and Engineering	\$ 500,000
Development of New Website and/or Mobile application – Grant Funds for 80% of Cost	\$ 2,000,000

(Continued)

<u>PROJECT TITLE</u>	<u>ESTIMATED COST</u>
Purchase 3 Electric Shuttle Buses – Approved at 1/25/21 Board Meeting - Grant Funds of \$875,000	\$ 2,950,000

An additional shop building at the Falmouth Maintenance Facility was also listed at an estimated cost of \$4,500,000, of which \$3,500,000 would be covered by grant funds that were unable to be transferred to another project.

The Board voted to accept the Capital Budget as presented.

7. The Board approved Mr. Davis to execute the following procurement items:
 - Change Order No. 138 for Contract No. 16-2017, Woods Hole Ferry Terminal Construction – Waterside, with Jay Cashman Inc. for a total cost of \$208,610. The change order is related to additional work needed to redriving and relocating monopile #24 and monopile #31 in the new Slip No. 1, both of which could not be installed to the required depth after several attempts due to boulder obstructions.
 - Replacement of computer storage hardware currently used to back up server, desktop and laptop data storage to IntraSystems Inc. of Braintree, Massachusetts, for a total Net Contract Price of \$336,035, subject to the Commonwealth of Massachusetts' ITC73 Contract.

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