



January 30, 2023

Honorable Troy D. Jackson
President of the Senate
3 State House Station
Augusta, Maine 04333

Honorable Rachel Talbot Ross
Speaker of the House
2 State House Station
Augusta, Maine 04333

Dear President Jackson and Speaker Talbot Ross:

Pursuant to 5 M.R.S.A., Section 12023, please consider this the letter of transmittal for the required FY 2022 report from the Maine Port Authority due by February 1, 2023.

Please contact me if you have any questions or need additional information.

Thank you.

Sincerely,

Matthew B. Burns

Matthew B. Burns,
Executive Director
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Pursuant to 5 MRSA §12023, the Maine Port Authority (MPA) is pleased to submit this FY2022 report.

For the period July 1, 2021 to June 30, 2022, the MPA made the following procurements exceeding \$10,000 by sole source due to the contractors' unique compatibility that met the MPA's business needs.

- Jacobs Engineering Group - \$779,600 – MaineDOT prequalified consultant. Contract to design the International Marine Terminal refrigerated container area expansion.
- Colby Company Engineering - \$18,910 – MaineDOT prequalified consultant. Contract to design replacement International Marine Terminal wharf bollard system.
- Laurence and Associates - \$18,000 – Contract to evaluate cargo pier surface following delivery of a mobile harbor crane to Estes Head Terminal, Eastport.

The MPA made the following procurements exceeding \$10,000 for equipment repair and maintenance, which are exempt from competitive procurement under MPA Policy 200-1:

- Eimskip \$266,127 for an equipment maintenance contract.

There were no contributions exceeding \$1,000 during the fiscal period.

The MPA updated its Policies and Procedures Manual to:

- 600-1 Holiday Schedule – added Juneteenth, updated 'Columbus Day' to 'Indigenous People's Day'.
- 600-2 Leave Time – added Paternity Leave.
- 600-3 Medical Benefits – added Medical Benefits.
- 600-4 Retirement; changed 'shall' to 'may.' The Authority shall administer Retirement benefits in accordance with the guidelines set forth by the State of Maine, Department of Transportation.
- 200-3 Travel – Mileage reimbursement updated from State to current Federal rates.