

Buhl Building • 535 Griswold Street, Suite 600 • Detroit, MI 48226

# SMART Board Meeting

June 27, 2024

 SMART



MEMORANDUM

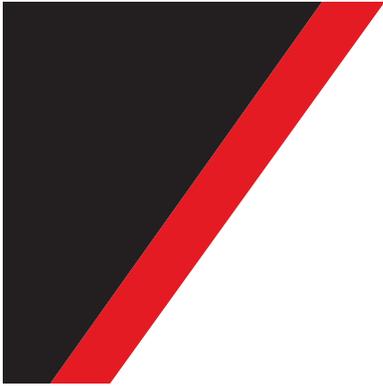
TO: SMART Board of Directors

FROM: Chairperson

DATE: June 27, 2024

SUBJECT: Call to Order





MEMORANDUM

TO: SMART Board of Directors

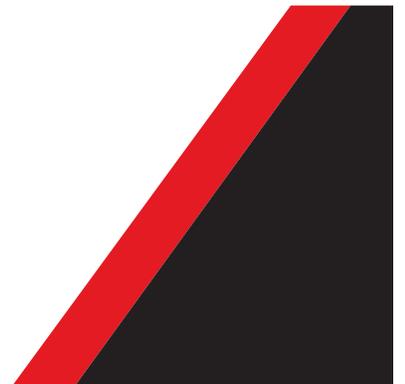
FROM: Chairperson

DATE: June 27, 2024

SUBJECT: Pledge of Allegiance



I pledge allegiance to the flag of the United States of America and to The Republic for which it stands: one nation under God, indivisible with liberty and justice for all.





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*Buhl Building • 535 Griswold Street, Suite 600 • Detroit, MI 48226 • (313) 223-2100*

## **Board of Directors Meeting**

**Date: June 27, 2024**

CHAIRPERSON, MR. ABDUL HAIDOUS

VICE-CHAIRPERSON, MR. JOHN PAUL REA

MS. HILARIE CHAMBERS

MS. SHEILA COTE

DR. CURTIS IVERY

MR. ROYCE MANIKO

MR. BRET RASEGAN



## SMART Board Meeting Agenda

June 27, 2024

2:00 PM

ITEM	ACTION	PRESENTED BY
1. Call to Order		Abdul Haidous
2. Pledge of Allegiance		Abdul Haidous
3. Roll Call		Abdul Haidous
4. Adoption of Agenda	Approval	Abdul Haidous
5. Certification of Public Notice	Information	Tiffany Martin
6. Minutes	Approval	Abdul Haidous
A. Board Meeting Minutes for May 23, 2024		
B. Executive Session Minutes for May 23, 2024		
7. Public Participation	Discussion	Abdul Haidous
8. Chairman's Report	Information	Abdul Haidous
9. General Manager's Report	Information	Dwight Ferrell
10. Board Briefings	Information	
A. HR Hiring Update	Information	Tianna Leapheart, <i>Interim VP of HR</i>
B. Quarterly Ridership Update	Information	Danny Whitehouse, <i>VP Paratransit &amp; On Demand</i>
11. New Business		
A. Resolution: FY2025 Board of Directors Meeting Schedule and Standing Resolution Setting Regular Board Meetings	Approval	Ron Beier <i>General Counsel</i>
B. Resolution: SMART Board of Directors Audit Committee Appointments for 2022 – 2023	Approval	Ryan Byrne <i>VP of Finance/CFO</i>
C. Resolution: Approval of the United Auto Workers Local 771 Contract	Approval	Le Juan Burt <i>VP Maintenance</i>
D. Resolution: Authorization to Award a Contract for Digital Sign Licensing and Support	Approval	Le Juan Burt <i>VP Maintenance</i>
E. Correction: Ratification of Clerical Error for Towing Services Authorization	Approval	Le Juan Burt <i>VP Maintenance</i>

F. Ratification: Payment for Purchases with W. W. Grainger for Small Tools, Maintenance Repair and Operations (MRO) Supplies & Fasteners	Approval	Le Juan Burt <i>VP Maintenance</i>
G. Resolution: Authorization to Award a Contract for Vehicle Tablets and Paratransit Software Technology for Community Partnership Buses	Approval	Danny Whitehouse <i>VP Paratransit &amp; On Demand</i>
H. Ratification: Payment for Services Rendered for Paratransit Dispatch Software	Approval	Danny Whitehouse <i>VP Paratransit &amp; On Demand</i>
12. Closed Session: <i>TBD</i>	Discussion	Abdul Haidous
13. Board Member Business	Discussion	Abdul Haidous
14. Adjournment		Abdul Haidous



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## **PUBLIC NOTICE**

SMART will hold the June 27, 2024, Board of Directors meeting at 2:00 PM in the Buhl Building, located on 535 Griswold St. Suite 600, Detroit, MI 48226.

**Public Participation will only be available for members of the public attending in person or those who email comments per the process outlined below.**

All physically present at the meeting must adhere to the following:

- Please respect anyone needing or choosing to wear a mask.
- People with symptoms of COVID-19 or exposure to someone with COVID-19 should wear a mask.
- People who are positive for COVID-19 may not attend the Meeting in person and should access the recording at the YouTube link below.

The agenda can be found on SMART's website: <http://www.smartbus.org/About/Our-Organization/Board-of-Directors/Board-Meeting-Schedule>

Members of the public may attend in person. The Meeting will be livestreamed on YouTube and available at the following URL: <https://www.youtube.com/@MySMARTBus>.

Members of the public may also submit a written comment to be read during the Public Comment period by emailing [SMARTBoard@smartbus.org](mailto:SMARTBoard@smartbus.org) by 1:15 p.m. on the day of the meeting.

Public Comment will proceed as follows:

- All comments: 3-minute limit per member of the public. Kindly state your name and city of residence.
- Public comments will be received in the following order:
  - Members of the public who attend in person.
  - Written comments via email. The Board Administrator will read any submitted comments.

# SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

## BOARD OF DIRECTORS MEETING

### PROPOSED MINUTES – May 23, 2024

The Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART) met on Thursday, May 23, 2024, at 2:00 PM in the Buhl Building, located at 535 Griswold, Suite 600, Detroit, MI 48226.

#### ATTENDANCE

<b>SMART Board of Directors:</b>	Chairperson	Mr. Abdul Haidous
	Vice-Chairperson	Mr. John Paul Rea
		Ms. Hilarie Chambers
		Ms. Shelia Cote
		Mr. Royce Maniko
		Mr. Bret Rasegan
<b>Absent Board Members:</b>		Dr. Curtis Ivery
<b>SMART General Manager:</b>		Mr. Dwight Ferrell
<b>SMART Deputy GM &amp; COO:</b>		Ms. Tiffany J. Gunter
<b>SMART Board Administrator:</b>		Ms. Tiffany Martin-Patterson
<b>SMART Staff Present:</b>		Ms. Truvae Adams
		Mr. Ron Beier
		Ms. Laura Bieniek
		Ms. De'Shalon Brownlee
		Mr. Le Juan Burt
		Mr. Ryan Byrne
		Mr. Melvin Evans
		Ms. Beth Gibbons
		Ms. Harmony Lloyd
		Mr. Bernard Parker
	Mr. Sean Riopelle	
	Mr. D'Andrae Whitley	
	Mr. Danny Whitehouse	

**Public Registered:**

Ms. Alyssa  
Mr. Joel Batterman  
Mr. Bobby Bamase  
Ms. Laura Bleaieje  
Mr. D. Duyck  
Ms. Patty Fedewa  
Mx. Steven Hammontree  
Mr. Steven Harring  
Mr. Steven Hawig  
Mr. Jim Henderson  
Mr. Wyatt Johnson  
Mr. Drew Kennerly  
Mx. Lukas Lasecki  
Mr. Robert Pawlowski  
Mr. Alexander Selsley  
Mr. Thomas Yazbeck

**1. Call to Order**

**2. Pledge of Allegiance**

**3. Roll Call**

**Present:** Chairperson Mr. Abdul Haidous, Vice-Chairperson Mr. John Paul Rea, Ms. Hilarie Chambers, Ms. Sheila Cote, Mr. Royce Maniko, Mr. Bret Rasegan

**Absent:** Dr. Curtis Ivery

**A quorum was present.**

**4. Adoption of Agenda**

**MOTION:** Moved by Mr. Royce Maniko, seconded by Mr. John Paul Rea, to approve the Agenda for the May 28, 2024 Board meeting.

**DISCUSSION**

None

**VOTE: THE MOTION CARRIED.**

**5. Certification of Public Notice**

The Board Administrator read the Public Notice and Rules of Order into the record.

## 6. Minutes

### A. Board Meeting Minutes for March 28, 2024

**MOTION:** Moved by Mr. John Paul Rea, seconded by Mr. Bret Rasegan, to approve the Board meeting minutes for March 28, 2024.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

### B. Executive Session Meeting Minutes for March 28, 2024

**MOTION:** Moved by Mr. John Paul Rea, seconded by Mr. Royce Maniko, to approve the Executive Session meeting minutes for March 28, 2024.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

## 7. Public Participation

Chairperson Mr. Abdul Haidous declared the meeting open for Public Participation.

The following participants voiced their concerns and made comments:

- Ms. Atia
- Mr. Steve Coates
- Mx. Steven Hammontree
- Mx. Lukas Laseki
- Mr. Mosley
- Mr. Mike Rayner
- Mr. Robert Pawlowski
- Mr. Richardson
- Mr. Joseph Valdez
- Ms. Gloria Williams

## 8. Chairperson's Report

**DISCUSSION:**

None

## 9. General Manager's Report

**DISCUSSION:**

None

## **10. Board Briefings**

### **A. Operators of the Year**

### **B. HR Hiring Update**

### **C. Major Service Changes—June 2024**

## **11. Financial Reports**

### **A. 3<sup>rd</sup> Quarter Financial Reports**

## **12. New Business**

### **A. Resolution: Resolution: Retirement of Mark Jagodzinski**

**MOTION:** Moved by Mr. John Paul Rea, seconded by Mr. Royce Maniko, That the Board of Directors of the Suburban Mobility Authority for Regional Transportation offers thanks to Mark Jagodzinski for more than 33 years of faithful service to the LETC and the citizens of Monroe County and wishes him well in his much-deserved retirement.

#### **DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

### **B. Resolution: Adoption of the FY 2025 Operating Budget, Restricted Operating Budget, and the Proposed FY 2025 - FY 2029 Capital Budget**

**MOTION:** Moved by Mr. John Paul Rea, seconded by Ms. Hilarie Chambers, that the Suburban Mobility Authority for Regional Transportation (SMART) Board of Directors adopts the proposed Fiscal Year (FY) 2025 Operating Budget, FY2025 Restricted Operating Budget, and the proposed FY2025 through FY2029, FY 2025 Capital Budget, per Public Act 2 of 1968, as amended, and SMART Policy Sixteen (16), as submitted by staff and reviewed by the SMART Board Budget Committee. The budget is required to be considered and approved thirty (30) days before the beginning of the fiscal year under PA 204 of 1967.

#### **DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**C. Resolution: Authorization to File and Execute Applications, Contracts, and Amendments for the SMART FY 2025 Annual Application for Michigan Capital and Operating Financial Assistance**

**MOTION:** Moved by Ms. Hilarie Chambers, seconded by Ms. John Paul Rea, That the Board of Directors adopts the attached resolution authorizing the Board Chairperson to file the grant applications and execute contracts and amendments for the FY 2025 Annual Application for state transportation capital and operating assistance to the Michigan Department of Transportation (MDOT). The Annual Application is the Suburban Mobility Authority for Regional Transportation (SMART) application to MDOT for the estimated state capital and operating financial assistance required to operate public transportation during fiscal years 2025-2029. The Board Chairperson is the official representative of the applicant for all public transportation matters who is authorized to provide such information a deemed necessary by the commission or department for its administration of Act 51.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**D. Resolution: Fiscal Year 2025 Municipal Credit, Community Credit, and Purchase of Service Agreements (Those receiving \$50,000 or greater)**

**MOTION:** Moved by Mr. John Paul Rea, seconded by Mr. Royce Maniko, that the SMART Board of Directors approves the attached resolution authorizing the execution of Municipal and Community Credit and Purchase of Service (POS) contracts with local communities and agencies entitled to receive total funding in excess of \$50,000. The agreement involves funds from the FY 2025 Act 51 Municipal Credit Program, SMART Community Credit Program, and federal pass-through funds for Monroe County.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**E. Resolution: Authorization to Award a Contract for Financial Audit Services**

**MOTION:** Moved by Mr. Bret Rasegan, seconded by Mr. John Paul Rea, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a three-year contract for financial audit services to Plante Moran, beginning July 1, 2024, at a cost not to exceed \$650,180.00, with two one-year renewal options for a total not to exceed amount of \$1,139,540.00 for the five years.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**F. Resolution: Authorization to Enter Into an Interlocal Agreement with Oakland County for Veteran Transportation Services**

**MOTION:** Moved by Mr. Bret Rasegan, seconded by Mr. John Paul Rea, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to enter into an interlocal agreement with Oakland County for the facilitation of transportation services to veterans and their dependents within Oakland County with a reimbursement amount not to exceed \$70,000.00 from June 1, 2024, through August 31, 2024.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**G. Resolution: Authorization to Enter Into Contract Amendment No. 1 for a Five-Month Extension for Third Party Administrator Services for Vehicle and General Liability**

**MOTION:** Moved by Mr. John Paul Rea, seconded by Ms. Sheila Cote, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to enter into Contract Amendment No. 1 with the ASU Group for Vehicle Liability and General Liability TPA services, beginning July 1, 2024, and ending November 30, 2024, at a cost not to exceed \$182,458.33.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**H. Resolution: Authorization to Award a Contract for Insurance Broker Services and Estimated Insurance Premiums**

**MOTION:** Moved by Mr. John Paul Rea, seconded by Ms. Sheila Cote, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award Arthur J. Gallagher & Co. a contract for insurance broker services for three years, beginning July 1, 2024, through June 30, 2027, at a cost not to exceed \$250,500 with two one-year renewal options for a five-year total of \$421,500, with estimated premiums at a cost not to exceed \$11,165,906.00 for three years and \$20,594,858.00 for five years. The total not to exceed amount of the contract for broker services and estimated premiums is estimated at \$21,016,358.00.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**I. Resolution: Authorization to Enter into Contract Amendment No. 1 for Additional Seats/Licensing and Continuation of Managed Support for Customer Relationship Management Software**

**MOTION:** Moved by Mr. Bret Rasegan, seconded by Mr. John Paul Rea, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve Contract Amendment No. 1 with Speridian Technologies, beginning June 1, 2024, through October 31, 2025, for additional seats/licensing and continuation of managed support at an additional cost not to exceed \$59,426.39.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**J. Resolution: Authorization to Award a Contract for Office Supplies and Office Related Products**

**MOTION:** Moved by Ms. Hilarie Chambers, seconded by Mr. John Paul Rea, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a contract for office supplies and office related products to Staples Contract & Commercial for three years, beginning June 1, 2024, at a cost not to exceed \$210,000.00, with three one-year renewal options for a total cost not to exceed \$420,000.00 for the six years.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**K. Resolution: Authorization to Award a Contract for Maintenance Assessment Plan Consultant Services**

**MOTION:** Moved by Mr. John Paul Rea, seconded by Mr. Bret Rasegan, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a three-year contract for a total amount not to exceed \$234,324.00, with no renewal options to Lone Star Transit Asset Management, LLC for Maintenance Assessment Plan Consultant Services.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**L. Resolution: Authorization to Award a Contract for Propane Auto Gas for the Paratransit Fleet**

**MOTION:** Moved by Mr. John Paul Rea, seconded by Mr. Royce Maniko, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a one-year contract, beginning June 1, 2024, and ending May 31, 2025, with no renewal options, for an amount not to exceed \$1,482,000.00 to Webster & Garner for Propane Auto Gas for the paratransit fleet.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**M. Resolution: Ratification for Payment of Services Rendered and Approval of Contract Amendment No. 1 to Increase Funding for Employment Advertising Services**

**MOTION:** Moved by Ms. Hilarie Chambers, seconded by Mr. Royce Maniko, that the Suburban Mobility Authority for Regional Transportation is hereby authorized to make payment for services rendered for April and May 2024 in the amount of \$29,410.00; and, that the General Manager enter into Contract Amendment No. 1 with Q+M Agency beginning June 1, 2024, through February 3, 2025, for employment advertising services at an additional cost not to exceed \$119,410.00, for a total cost not to exceed \$464,410.00 for the base three year period of the contract.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**13. Closed Session**

**Roll Call**

Present: Chairperson Mr. Abdul Haidous, Vice-Chairperson Mr. John Paul Rea, Ms. Hilarie Chambers, Ms. Sheila Cote, Mr. Royce Maniko, and Mr. Bret Rasegan

Absent: Dr. Curtis Ivery

**MOTION:** Moved by Mr. John Paul Rea, seconded by Ms. Hilarie Chambers, that the

Board of Directors of the Suburban Mobility Authority for Regional Transportation  
**proceed into** Executive Session.

**VOTE:** All in attendance voted in the affirmative. **THE MOTION CARRIED.**

**DISCUSSION:**

Confidential

**VOTE:**

**MOTION:**

**VOTE:**

**14. Board Member Business**

**DISCUSSION:**

None

**Adjournment**

There being no further business to come before the Board, the meeting was adjourned at 3:54 PM upon a motion made by Mr. John Paul Rea, seconded by Mr. Royce Maniko, and unanimously carried.

Respectfully submitted,

*Tiffany Martin-Patterson*

Tiffany Martin-Patterson  
Board Administrator



MEMORANDUM

TO: SMART Board of Directors

FROM: Chairperson

DATE: June 27, 2024

SUBJECT: Public Participation





MEMORANDUM

TO: SMART Board of Directors

FROM: Chairperson

DATE: June 27, 2024

SUBJECT: Chairperson's Report





MEMORANDUM

TO: SMART Board of Directors

FROM: Chairperson

DATE: June 27, 2024

SUBJECT: General Manager's Report





MEMORANDUM

TO: SMART Board of Directors

FROM: SMART Staff

DATE: June 27, 2024

SUBJECT: Board Briefings





MEMORANDUM

TO: SMART Board of Directors

FROM: Chairperson

DATE: June 27, 2024

SUBJECT: New Business



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DATE:	June 27, 2024	DISPOSITION SOUGHT:	Board Approval
TO:	SMART Board of Directors	SUBMITTED BY:	General Counsel
FROM:	General Counsel	APPROVED BY:	Deputy General Manager

SUBJECT: FY2025 Board of Directors Meeting Schedule and Standing Resolution Setting Regular Board Meetings

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### **RECOMMENDATION**

That the Board adopt the attached resolution designating the time and place for meetings as per the Open Meetings Act, MCLA 15.261 et seq and Article II, Section 3 of the SMART Board's By-Laws.

### **DISCUSSION**

Under Section 5 of the Open Meetings Act (MCLA 15.265(2)) a public notice stating the dates, times, and places of this Board's regular meetings must be posted. In addition, the SMART Board of Directors' By-Laws require a standing resolution that sets forth the Board's place and time for all meetings. Article II, Section 3 states:

Section 3. Regular Meetings. Regular meetings of the Board shall be held a minimum of quarterly at such times and places as shall be designated from time to time by standing resolution of the Board. In all respects, each shall be identical in format. At such meetings, the Board may transact business as may be brought before the meetings. The Annual Meeting will be held in October.

The SMART Board currently meets at 2:00 p.m. Eastern Standard Time on the fourth Thursday of each month, excluding November and December. Most sessions will be held at the SMART offices in the Board Room located at 535 Griswold, Suite 600, Detroit, Michigan 48226. The exceptions are the meetings scheduled for July 25th, August 22nd, and September 26th, which will take place at a time and location to be determined within each of the counties.

Since the SMART Board of Directors meeting schedule conflicts with both the Thanksgiving and Christmas holidays and given that past practice has been to combine these meetings to take place during the first Thursday of December (December 5, 2024), the attached resolution reflects that practice. Should the SMART Board wish to change the time or location of a meeting, or hold a special meeting, notice will be provided accordingly on an as-needed basis.

### **ATTACHMENTS**

- Resolution
- Board Secretary Memo



SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorization to Approve a Standing Resolution Designating the Time and Place for Meetings

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- Whereas, the Open Meetings Act and the By-Laws of the Suburban Mobility Authority for Regional Transportation (SMART) require a standing resolution designating the time and place for meetings in Article II, Section 3; and,
- Whereas, the SMART Board intends its meetings to take place at 2:00 p.m. Eastern Standard Time, on the fourth Thursday of each month excluding November and December, which meetings shall be combined and take place on the first Thursday of December; and,
- Whereas, the SMART Board intends its regular meeting place to be the SMART administrative offices located at 535 Griswold, Suite 600, Detroit, MI, 48226, subject to law and policy amendments; and,
- Whereas, the Board meetings scheduled for July 25, 2024, August 22, 2024, and September 26, 2024, will take place at a time and location to be determined within each of the counties; now, therefore be it
- Resolved, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation, hereby adopts the foregoing schedule as its own for FY2025.

CERTIFICATE

The undersigned duly qualified Board Secretary of the Suburban Mobility Authority for Regional Transportation certifies the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of the Suburban Mobility Authority for Regional Transportation held on June 27, 2024.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Secretary

No. \_\_\_\_\_

**MEMORANDUM**

DATE: June 27, 2024  
TO: SMART Board of Directors  
FROM: Tiffany C. Martin-Patterson, Board Administrator  
SUBJECT: FY2025 Board of Directors Meetings

Here is the schedule for the SMART Board of Directors meetings for FY2025. Most sessions will be held at the SMART offices in the Board Room at 535 Griswold, Suite 600, Detroit, Michigan 48226. The exceptions are the meetings scheduled for July 25th, August 22nd, and September 26th, which will take place at a location to be determined within each of the counties.

Due to the Holiday Season, the Board meetings for November and December will be combined and are currently scheduled for Thursday, December 5, 2024.

If there are any cancellations or changes in the schedule, related correspondence will be mailed, posted, and/or e-mailed. If you have any questions or concerns, please don't hesitate to call me at 313.223.2110. Thank you.

**Board Meetings**

JULY 25, 2024  
AUGUST 22, 2024  
SEPTEMBER 26, 2024  
OCTOBER 24, 2024  
DECEMBER 5, 2024  
JANUARY 23, 2025  
FEBRUARY 27, 2025  
MARCH 27, 2025  
APRIL 24, 2025  
MAY 22, 2025  
JUNE 26, 2025







SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Approval of SMART Board of Directors Audit Committee Appointments for 2022 – 2023

Whereas, Article V Section 1(A)(1) of the SMART Board of Directors By-Laws require the appointment of an Audit Committee; and

Whereas, The Audit Committee is to be composed of at least three members of the Board with the Board Chairperson as an ex officio member; and

Whereas, The committee members serve for a term of one year and are responsible for the oversight of the work of the accounting firm employed (including resolution of disagreements between management and the auditor), as well as retention of the audit firm itself; and

Whereas, The SMART Board Chairman has appointed

\_\_\_\_\_ (Chair) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ ; now, therefore be it

Resolved, That the Board of Directors of the Suburban Mobility Authority for Regional Transportation hereby approves the appointment of the named individuals above to the Audit Committee for the 2022-2023 term.

CERTIFICATE

The undersigned duly qualified Board Secretary of the Suburban Mobility Authority for Regional Transportation certifies that the foregoing is a true and correct copy of the resolution adopted at a legally convened meeting of the Board of the Suburban Mobility Authority for Regional Transportation on June 27, 2024.

\_\_\_\_\_ Date

\_\_\_\_\_ Board Secretary

No. \_\_\_\_\_





- Employees assigned towing duties shall be paid a premium of \$1.00 an hour for each hour worked on the assignment.

**Pay Premium for Automotive Service Excellence (ASE) Certifications:**

- Employees in the job classifications of Mechanic Leader, Mechanic and Electronic Equipment Repair Person (EERP) will be paid an additional \$0.25/hr. for each of the following Automotive Service Excellence (ASE) certifications H2, H3, H4, H5, H7, and H8. Additionally, Maintenance Supervisors will be paid an additional \$0.50/hr. for ASE Certification H6. The additional pay will be used in the computation of overtime.

**Attendance Incentive Program (All UAW Bargaining Unit Employees):**

- Employees who meet program attendance requirements will receive a quarterly lump sum payment incentive of an additional \$.45 an hour. Employees will have the opportunity to qualify for this payment incentive four (4) times each calendar year.

**Safety Incentive Program (Bus Service and Shelter Attendants):**

Bus Service and Shelter Attendants who meet safety program requirements will receive a semi-annual lump sum payment incentive of an additional \$.25 an hour.

**Stockperson Inventory Incentive Program:**

- Employees in the Stockperson job classification will receive a Stockperson Inventory Incentive Payment of \$500 one time each calendar year in the month of July.

**Increase in Tool Allowance:**

- The Tool Allowance for employees in eligible job classifications has been increased to \$350/year.

**Benefits for Active Employees:**

- Discontinue Defined Benefit Pension Plan and Offer a Defined Contribution Plan for new SMART employees joining the bargaining unit after the date of ratification and when SMART meets compliance requirements.
  - Annual employer contribution in the amount of six percent (6%) of the employee's total pensionable compensation.
  - Employee contribution requirement in the amount of three percent (3%) of the employee's total pensionable compensation.
    - The Authority's contribution to the 401(a) plan shall vest as follows:
      - After 12 months of service – 20% vested
      - After 24 months of service – 40% vested
      - After 36 months of service – 60% vested
      - After 48 months of service – 80% vested
      - After 60 months of service – 100% vested
    - The employee three percent (3.0%) contribution shall be vested at 100% from initial enrollment and contribution to the plan.
- Offer new Health Alliance Plan – PPO Plan Option to UAW Represented Employees effective July 1, 2024.
- Increase employer contributions to employee Health Care Savings Plan for eligible UAW employees from \$137 a month to \$197 a month.

**Tuition Reimbursement:**

- Increase Tuition Reimbursement from a maximum of \$1,000 a year to \$3,000 for undergraduate programs and \$4,000 a year for graduate programs. Expand Tuition Reimbursement to include professional courses and certifications. Expand types of eligible costs to include books, registration fees, online fees, etc.

**Student Loan Repayment Program:**

- Employees will be eligible to participate in a Student Loan Repayment Program (SLRP) provided they meet eligibility requirements.
- Eligible Employees will be provided reimbursement for 100% of their monthly student loan payments up to \$250 each month for up to a maximum of 120 qualifying monthly payments.

**Paid Holidays**

- Juneteenth, the day after Thanksgiving, Christmas Eve, and New Year's Eve have been added as new paid holidays.
- Time and one-half will be paid for all hours worked on the holiday including the Martin Luther King Jr. and Juneteenth Holidays.

**Vacation Leave Time:**

- Limit entitlement for vacation time to the accrual schedule published within the collective bargaining agreement. Discontinue lump-sum credit to vacation banks upon service anniversaries.
- Annual payout to employees of vacation time is more than the maximum defined in the collective bargaining agreement at 100% of the base wage rate.

**Sick Leave Time**

- Annual payout to employees of sick time in excess of the maximum defined in the collective bargaining agreement at one hundred percent (100%) of the base wage rate.

**Changes to Attendance Policy**

- New policy effective July 1, 2024.
- The policy allows employees to be absent for qualifying reasons protected under the Michigan Paid Medical Leave Act (MPMLA) (Sick Leave, Personal Leave) for up to fifty-six (56) hours each calendar year without penalty. Thereafter, an employee must be pre-approved for an absence from work due to personal medical reasons by no later than eight (8) hours in advance of the scheduled shift. Pre-approval twenty-four (24) hours in advance is required for all other types of paid absences (Vacation, Personal Leave, etc.)
- Employees who exhaust their aforementioned fifty-six (56) hour entitlement and fail to secure pre-approval before an absence from a scheduled shift will be subject to a five-step discipline procedure. Employees who reach the fifth and final step of the discipline procedure will be subject to discharge from employment at SMART.

**RECOMMENDATION**

Staff and outside counsel recommend Board approval of the agreement as being in the best interest of the Authority.

**ATTACHMENT**

- Resolution



SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Approval of Labor Agreement Between the Suburban Mobility Authority for Regional Transportation and the International Union for United Automobile and Aerospace Workers of America Local 771

- 
- Whereas, The Suburban Mobility Authority for Regional Transportation (SMART) notified the International Union for United Automobile and Aerospace Workers of America Local 771, of its intent to modify the present Agreement expired on December 31, 2022; and
- Whereas, The bargaining teams for both management and labor have met to negotiate an agreement; and
- Whereas, A tentative agreement was reached between the parties on June 7, 2024; and
- Whereas, The membership of the UAW Local 771, ratified the proposed collective bargaining agreement on June 23, 2024; and
- Whereas, The General Manager of the Suburban Mobility Authority for Regional Transportation approves of the Agreement; now, therefore be it
- Resolved, That the Board of Directors of the Suburban Mobility Authority for Regional Transportation approves the Agreement between the International Union for United Automobile and Aerospace Workers of America Local 771 and the Suburban Mobility Authority for Regional Transportation, effective June 23, 2024, through December 31, 2025, and hereby authorizes the General Manager to enter into and execute said agreement.

CERTIFICATE

The undersigned duly qualified Board Secretary of the Suburban Mobility Authority for Regional Transportation certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of the Suburban Mobility Authority for Regional Transportation held on June 27, 2024.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Secretary

No. \_\_\_\_\_







SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorization to Award a Contract for Digital Sign Licensing and Support

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- Whereas, In 2018, SMART purchased new enhanced bus shelters for FAST stops which included 32-inch digital signs manufactured by Connectpoint, Inc.; and
- Whereas, The digital display screens require Connectpoint proprietary software to communicate remotely keeping SMART customers informed and providing realtime arrival information, and various communications about service changes, events, and other related information; and
- Whereas, Connectpoint, Inc. has provided these services to SMART since installation and is the only provider of digital sign licensing and support due to the proprietary nature of the software; and
- Whereas, Connectpoint digital sign licensing and support is a justifiable sole source purchase because it is only available from a single source and, therefore, is allowed by the FTA; and
- Whereas, Operating funds will be utilized in the amount not to exceed \$76,720.00; and
- Whereas, Pricing has been determined to be fair and reasonable; and
- Whereas, The Vice President of Finance is satisfied that Connectpoint, Inc. has the potential to perform under the contract terms and conditions; and
- Whereas, The EEO Department is satisfied that Connectpoint, Inc. is in compliance with the equal opportunity/affirmative action policies of the Federal and State governments and the affirmative action policies of SMART; now, therefore be it
- Resolved, That the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a contract to Connectpoint, Inc. for digital sign licensing and support for two years, beginning July 1, 2024, through June 30, 2026, in the amount not to exceed \$76,720.00.

CERTIFICATE

The undersigned duly qualified Board Secretary of the Suburban Mobility Authority for Regional Transportation certifies the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of the Suburban Mobility Authority for Regional Transportation held on June 27, 2024.

\_\_\_\_\_ Date

\_\_\_\_\_ Board Secretary

No. \_\_\_\_\_

DATE: February 22, 2018                      DISPOSITION SOUGHT: Approval  
TO: SMART Board of Directors              SUBMITTED BY: Deputy General Manager  
FROM: Procurement Department              APPROVED BY: General Manager  
SUBJECT: Authorization to Award a Contract for Enhanced Bus Shelters

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SUMMARY:

Board authorization is requested to award a contract for up to 100 new enhanced bus shelters, complete with solar panels, lighting, solar bus stop passenger beacon, trash can, and digital messaging signs. These enhanced shelters will be deployed at many of SMART's busiest stops along the three FAST routes on Woodward, Gratiot, and Michigan Avenues. The goal of this project is to improve the customer experience and grow ridership with upgraded amenities along these key corridors.

DISCUSSION:

At SMART stop locations with a high amount of passenger boarding, providing shelter from the elements, safety features, and system information is critical to encouraging current riders and new riders to use the fixed route system. With the addition of SMART's FAST service, the three busiest corridors now have restored service from end to end seven days a week and new direct service to Detroit Metro Airport. Part of the service plan for FAST, as approved by the Board in November 2017, included various capital improvements (including enhanced bus shelters) to support the new routes. These enhanced shelters can be slightly larger in size than current design (where conditions permit) and include digital message signs (DMS) that can provide route and system information and real-time bus arrival information, interior LED lighting, a passenger beacon bus stop sign with a push-button activator, and other enhancements to promote safety and comfort for passengers.

SMART's solicitation requested proposals for an initial order of 60 shelters, with a second order of 40 in the future if desired; Board approval is requested for the contract for up to 100 and the approval to order the initial 60 shelters. If SMART decides to purchase more in the future, staff will return to the Board for further authorization.

A Request for Proposals (RFP) was advertised on December 27, 2017. The RFP was distributed to 47 potential vendors. Quotes were due on initially on January 12, 2018 with a final extension due date of February 6, 2018. Two bids were received. Upon evaluation by the committee appointed by the General Manager, the proposal from Brasco International Inc. scored highest, and was determined to be most advantageous to SMART with cost and other factors being considered. The proposed pricing has been determined to be fair and reasonable based on the comparison of bids received.

The pricing for each shelter can range from \$21,315 to \$33,875, depending on the type and size of the DMS, size footprint of the shelter, and the inclusion of the beacon, and all include the first three years of fees associated with the operation of the DMS equipment system.

FUNDING:

The purchase of the first 60 enhanced shelters for this project in the amount not to exceed \$1,950,000 will be fully funded with Federal and State grant as follows:

- Section 5307, Federal Grant, MI-2016-025, and State Match Grant 2012-0170 P42 project number 40300
- Section 5307, Federal Grant, MI-90-X678, and State Match Grant 2012-0170 P17 project number 36410

RECOMMENDATION:

It is recommended that the Board adopt the attached resolution authorizing the General Manager to award a contract for up to 100 Enhanced Bus Shelters with Digital Message Signs to Brasco International, Inc., and to place the order for the first 60 units for an amount not to exceed \$1,950,000.00.

ATTACHMENTS:

1. Proposal Scoring Summary
2. Resolution

		Understanding & Adherence	Qualifications & Experience	Price & Price-related Factors	Quality of Proposal	Total
VENDOR		50	20	20	10	100
Member						
<i>Tolar</i>	Finance	50.0	20.0	10.0	10.0	90.0
	IT/Service	50.0	20.0	10.0	10.0	90.0
	General Counsel	50.0	20.0	15.0	10.0	95.0
	Procurement	50.0	20.0	15.0	10.0	95.0
	<b>Average</b>	<b>50.0</b>	<b>20.0</b>	<b>12.5</b>	<b>10.0</b>	<b>92.5</b>
<i>Brasco</i>	Finance	50.0	20.0	15.0	10.0	95.0
	IT/Service	50.0	20.0	20.0	10.0	100.0
	General Counsel	50.0	20.0	20.0	10.0	100.0
	Procurement	50.0	20.0	20.0	10.0	100.0
	<b>Average</b>	<b>50.0</b>	<b>20.0</b>	<b>18.8</b>	<b>10.0</b>	<b>98.8</b>

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorizing the General Manager to Award a Contract for  
Up to 100 Enhanced Bus Shelters and Digital Messaging Signs (DMS)

---

- Whereas, The Suburban Mobility Authority for Regional Transportation (SMART) has a need to improve the customer experience and grow ridership with upgraded amenities along three key corridors; and
- Whereas, A Request for Proposals (RFP) was issued and competitive proposals were received and pricing was determined to be fair and reasonable; and
- Whereas, An evaluation committee appointed by the General Manager found Brasco International Inc. to be most advantageous to SMART with price and other factors considered,; and
- Whereas, Funding has been identified under Section 5307, Federal Grant, MI-2016-025, State Match Grant 2012-0170 P42 project number 40300 and Section 5307, Federal Grant, MI-90-X678, State Match Grant 2012-0170 P17 project number 36410; and
- Whereas, The Director of Finance is satisfied that Brasco International Inc. has the potential to perform under the terms and conditions of the contract; and
- Whereas, The General Manager is satisfied that Brasco International Inc. is in compliance with the equal opportunity and affirmative action laws and policies of the Federal and State governments and the affirmative action policies of SMART; now, therefore be it
- Resolved, That the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a contract to Brasco International, Inc., for up to 100 enhanced bus shelters with digital message signs, and authorization to purchase the first 60 units for an amount not to exceed \$1,950,000.00.

CERTIFICATE

The undersigned duly qualified Board Secretary of the Suburban Mobility Authority for Regional Transportation certifies the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of the Suburban Mobility Authority for Regional Transportation held on February 22, 2018.

Date

2/22/18

Board Secretary

Jeff C. West - Peterson

No.

FX18/41







SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Ratification of Clerical Error for Towing Services Authorization

- Whereas, The Suburban Mobility Authority for Regional Transportation (SMART) Board approved the attached March 20, 2020 Resolution authorizing the award of a Contract to Boulevard and Trumbull Towing, Inc. for Primary Towing Services for three years with two one-year renewal options at an amount not to exceed \$546,750 for the three-year base term and amount not to exceed \$911,250 for the five-year total; and
- Whereas, The Board approved the attached April 22, 2022 Resolution increasing the towing rates by 21-22% through the end of the base year of the Contract and increasing the project authorization by \$35,000 through the end of the three-year base years contract (ending March 31, 2023); and
- Whereas, The Board approved the attached March 23, 2023 Resolution increasing the towing rates for Option Year 1 and Option Year 2 of the Contract and a corresponding increase in the project authorization for Option Years 1 and 2; and
- Whereas, Rather than indicating an increased authorized amount of \$222,000 to reflect the 21-22% increase in towing rates for Option Year 1 and an increased authorized amount of \$222,000 to reflect the 21-22% increase in towing rates for Option Year 2, the original amount approved in the March 20, 2020 Board Resolution (\$182,250 for Option Year 1 and \$182,250 for Option Year 2) was inadvertently submitted in the Board Resolution; and
- Whereas, SMART exercised Option Year 1 for the original Board authorized amount of \$182,250 beginning April 1, 2023, through March 31, 2024, and subsequently Option Year 2 for the original Board authorized amount of \$182,250; now, therefore be it
- Resolved, That the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to make the corrections to the authorized amount for Option Year 1 (retroactively) and Option Year 2, increasing the authorized amount for each Option Year to \$222,000, respectively.

CERTIFICATE

The undersigned duly qualified Board Secretary of the Suburban Mobility Authority for Regional Transportation certifies the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of the Suburban Mobility Authority for Regional Transportation held on June 27, 2024.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Secretary

No. \_\_\_\_\_

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorization to Award a Primary and Secondary Contract for Towing Services

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- Whereas, The Suburban Mobility Authority for Regional Transportation (SMART) requires towing services; and
- Whereas, A Request for Proposals was advertised and competitive bids were received; and
- Whereas, Multiple contracts are necessary to insure adequate response time; and
- Whereas, An RFP for towing services was advertised and published on Michigan Inter-governmental Trade Network (MITN). Competitive bids were received; and
- Whereas, Upon evaluation, proposals submitted by Boulevard & Trumbull and Official Towing was determined to be responsive, responsible and the most advantageous to SMART with price and other factors considered; and
- Whereas, Adequate funding for this project is available in the Authority's general fund; and
- Whereas, The Director of Finance is satisfied that Boulevard & Trumbull Towing and Official Towing have the potential to perform under the terms and conditions of the contract; and
- Whereas, The General Manager is satisfied that Boulevard & Trumbull Towing and Official Towing are in compliance with the equal opportunity and affirmative action laws and policies of the federal and state governments and SMART; now, therefore be it
- Resolved, That the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award contracts for towing services to Boulevard & Trumbull as the primary contractor and Official Towing as the secondary contractor. The contracts are for three-year terms with two renewal options of one year each. The primary contract base three year total is estimated to be \$546,750. The five year total is estimated to be \$911,250. The secondary contract base three year total is estimated to be \$128,250. The five year total is estimated to be \$208,250.00.

CERTIFICATE

The undersigned duly qualified Board Secretary of the Suburban Mobility Authority for Regional Transportation certifies the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of the Suburban Mobility Authority for Regional Transportation held on March 26, 2020.

MARCH 26, 2020

Date

No. F120-51

[Signature]  
Board Secretary

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Approval of Contract Amendment and Increased Project Authorization  
to Increase Towing Rates for Boulevard & Trumbull

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- Whereas, The SMART Board of Directors approved contracting with Boulevard & Trumbull for towing services needed periodically for fixed route and connector buses and other SMART vehicles; and
- Whereas, Boulevard & Trumbull has provided a request and rationale for extraordinary circumstances leading to significant increase in costs to provide towing services, especially including fuel costs and seeks a fee increase to help offset those costs; and
- Whereas, SMART staff has analyzed the request and factors, negotiated a contract amendment that includes an increase to the three rates of 21-22%, for a new towing rate of \$250/fixed route tow, \$154/connector bus tow, and \$122 per other vehicle tow; and
- Whereas, The adopted price increase requires an increase in the project authorization of up to \$35,000 for the remaining eleven months of the base term, and will not impact the pricing or authorization for either of the two potential option years; and
- Whereas, Additional funding to cover the increase will need to be included in the FY 2023 budget; now, therefore be it
- Resolved: That the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve the contract amendment for increased towing rates with Boulevard & Trumbull, Inc., with an increased project authorization not to exceed an additional \$35,000 for the remainder of the base term ending March 31, 2023.

**CERTIFICATE**

The undersigned duly qualified Board Secretary of the Suburban Mobility for Regional Transportation certifies the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of the Suburban Mobility Authority for Regional Transportation held on April 28, 2022.

April 28, 2022  
\_\_\_\_\_  
Date

*Tiffany Martin Patterson*  
\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
No.

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Approval of Second Contract Amendment and Increased Project Authorization  
to Increase Towing Rates for Boulevard & Trumbull for both Option Years

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- Whereas, The SMART Board of Directors approved contracting with Boulevard & Trumbull For towing services needed periodically for fixed route and connector buses and other SMART vehicles; and
- Whereas, Boulevard & Trumbull has provided a request and rationale for extraordinary circumstances leading to significant increase in costs to provide towing services, especially including fuel costs and seeks a fee increase to help offset those costs; and
- Whereas, SMART staff has analyzed the request and factors, negotiated a contract amendment that includes an increase to the three rates of 21-22%, for a new towing rate of \$250/fixed route tow, \$154/connector bus tow, and \$122 per other vehicle tow for Option Year 1 and 2; and
- Whereas, The adopted price increase requires an increase in the project authorization of up to \$182,250 for Option Year 1 which will begin April 1, 2023 and end March 31, 2024, and \$182,250 for Option Year 2 which will be exercise at the sole discretion of SMART; and
- Whereas, Additional funding to cover the increase will need to be included in the FY 2023 budget; now, therefore be it
- Resolved, That the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve the second contract amendment for increased towing rates with Boulevard & Trumbull, Inc., with an increased project authorization not to exceed \$364,500 for both Option Years if exercised by SMART.

CERTIFICATE

The undersigned duly qualified Board Secretary of the Suburban Mobility Authority for Regional Transportation certifies the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of the Suburban Mobility Authority for Regional Transportation held on March 23, 2023.

March 23, 2023  
Date \_\_\_\_\_

*Tiffany C. Martin-Patterson*  
Board Secretary

No. \_\_\_\_\_







SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Ratification of Payment for Purchases with W. W. Grainger for Small Tools, Maintenance Repair and Operations (MRO) Supplies & Fasteners

- Whereas, On November 1, 2018, The Suburban Mobility Authority for Regional Transportation (SMART) Board of Directors approved entering into a contract with W.W. Grainger to supply SMART with small tools, supplies, and fasteners utilizing the State of Michigan MiDeal Contract #180000000689; and
- Whereas, The Board of Directors approved a contract extension on June 22, 2023, for small tools, MRO supplies, and fasteners from July 1, 2023 – June 30, 2024; and
- Whereas, Ratification of payment with W. W. Grainger for small tools, maintenance repair, and operations (MRO) supplies & fasteners in an additional amount not to exceed \$65,000.00 for invoices and purchases is necessary through June 30, 2024; and
- Whereas, All other terms and conditions of the contract shall remain unchanged. Pricing has been determined to be fair and reasonable; and
- Whereas, This project is paid for using Operating funds; and
- Whereas, The Vice President of Finance is satisfied that W. W. Grainger Inc. has performed under the contract terms and conditions of the agreement; and
- Whereas, The EEO Department is satisfied that W. W. Grainger Inc. is in compliance with the equal opportunity/affirmative action policies of the Federal and State government and the affirmative action policies of SMART; now, therefore be it
- Resolved, That the Suburban Mobility Authority for Regional Transportation is hereby authorized to make payment for invoices and purchases with W. W. Grainger for small tools, maintenance repair, and operations (MRO) supplies & fasteners in an additional amount not to exceed \$65,000.00 through June 30, 2024.

CERTIFICATE

The undersigned duly qualified Board Secretary of the Suburban Mobility Authority for Regional Transportation certifies the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of the Suburban Mobility Authority for Regional Transportation held on June 27, 2024.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Administrator

No. \_\_\_\_\_



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DATE:	June 27, 2024	DISPOSITION SOUGHT:	Board Approval
TO:	SMART Board of Directors	SUBMITTED BY:	General Manager
FROM:	VP of Paratransit	APPROVED BY:	Certification Committee

SUBJECT: Authorization to Award a Contract for Vehicle Tablets and Paratransit Software Technology for Community Partnership Buses

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## **RECOMMENDATION**

That the Board adopts the attached resolution authorizing the award of a contract:

- for Vehicle Tablets and Paratransit Software Technology for Community Buses
- to StrataGen Systems, Inc., 8345 154<sup>th</sup> Avenue NE, Suite 160 Redmond, WA 98052
- for a one-time purchase of tablets and cradles kits, installation, and three-year software subscription to commence upon completion of installation services
- at a total cost not to exceed \$133,200.00

## **DISCUSSION**

This contract will provide tablets equipped with ADEPT-IQ paratransit software to our community partners: North Oakland Transportation Authority (NOTA), Western Oakland Transportation Authority (WOTA), Older Persons' Commission (OPC) and the City of Sterling Heights. These tablets will be installed in vehicles to provide drivers with access to route details, navigation, and communication tools. The contract includes the supply of tablets, cradle kits, installation services, and subscriptions for Mobile Device Management (MDM) software, which will begin upon completion of installation services.

## **PROCUREMENT PROCESS**

Procurement Method:  Sealed Bid     Proposal     Quotes     Sole Source  
Advertising: Michigan Chronicle and Michigan Inter-governmental Trade Network (MITN)  
# of downloads: 28  
Number of offerors: 2 Proposals  
Rationale for award: A Request for Proposal (RFP) was advertised and published on MITN. SMART received two (2) responsive and responsible proposals. The proposal submitted by StrataGen was found to be the most responsive and responsible in meeting the scope of work and determined to be the most advantageous to SMART with price and other specified evaluation criteria being considered. Price was determined to be fair and reasonable.

## **FUNDING & COSTS**

This project is funded via: Capital Funds

Project No. 40750/40840: Federal Grant MI-2018-020 (5310)/MI-2018-018 (5307); and State Grant 2017-0130 P12/2017-0130 P11

The contract costs are summarized as follows:

	<b>Cost</b>
150 Tablets	\$27,750.00
150 Cradle Kits	\$44,250.00
3-Year MDM Software Subscriptions	\$29,700.00
Installation	\$31,500.00
<b>Total</b>	<b>\$133,200.00</b>

## **ATTACHMENTS**

- Resolution

/MB



SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorization to Award a Contract for Vehicle Tablets and Paratransit Software Technology for  
Community Partnership Buses

---

- Whereas, SMART is providing tablets equipped with ADEPT-IQ paratransit software to community partners that include North Oakland Transportation Authority (NOTA), Western Oakland Transportation Authority (WOTA), Older Persons' Commission (OPC), and the City of Sterling Heights; and
- Whereas, The tablets will be installed in vehicles to provide drivers with access to route details, navigation, and communication tools; and
- Whereas, The contract includes the supply of tablets, cradle kits, installation services, and subscriptions for Mobile Device Management (MDM) software, which will begin upon completion of installation services; and
- Whereas, A Request for Proposal (RFP) was advertised and published on the Michigan Intergovernmental Trade Network (MITN). Two responsive and responsible proposals were received; and
- Whereas, The proposal submitted by StrataGen Systems, Inc. was found to be the most responsive and responsible in meeting the scope of work and determined to be the most advantageous to SMART with price and other specified evaluation criteria being considered. Price was determined to be fair and reasonable; and
- Whereas, Funding for this project is via Capital Funding: Project No. 40750/40840: Federal Grant MI-2018-020 (5310)/MI-2018-018 (5307); and State Grant 2017-0130 P12/2017-0130 P11
- Whereas, The Vice President of Finance is satisfied that StrataGen Systems Inc. has the potential to perform under the terms and conditions of the contract; and
- Whereas, The EEO Department is satisfied that StrataGen Systems Inc. is in compliance with the equal opportunity and affirmative action laws and policies of the Federal and State governments and the affirmative action policies of SMART; now, therefore be it

Resolved, That the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a contract for Vehicle Tablets and Paratransit Software Technology for Community Partnership Buses to StrataGen Systems, Inc., for a one-time purchase of tablets and cradles kits, installation services, and three-year software subscriptions to commence upon completion of installation services, at a cost not to exceed \$133,200.00.

CERTIFICATE

The undersigned duly qualified Board Secretary of the Suburban Mobility Authority for Regional Transportation certifies the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of the Suburban Mobility Authority for Regional Transportation held on June 27, 2024.

\_\_\_\_\_

Date

\_\_\_\_\_

Board Secretary

No. \_\_\_\_\_

- Wolfe, J. M., & G. J. G. van der Wal (1997) *De Nederlandse vogels*. De Nederlandse Vogelvereniging, Utrecht, The Netherlands.
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Handling Editor: Dr. J. M. Wolfe, Department of Biology, University of Groningen, Groningen, The Netherlands.

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Keywords: avian, ecology, evolution, morphology, phylogenetics, systematics

Subject areas: Biology, Evolutionary Biology, Ecology, Systematics

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DATE:	June 27, 2024	DISPOSITION SOUGHT:	Board Approval
TO:	SMART Board of Directors	SUBMITTED BY:	General Manager
FROM:	VP of Paratransit & On Demand	APPROVED BY:	Certification Committee

SUBJECT: Ratification of Payment to StrataGen for ADEPT-6 Software Maintenance Services Rendered

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## **RECOMMENDATION**

That the Board adopt the attached resolution ratifying payment:

- for ADEPT-6 software maintenance services rendered
- with StrataGen Systems, Inc., 8345 154<sup>th</sup> Ave NE, Suite 160, Redmond, WA 98085
- for the period beginning July 1, 2023, and ending February 29, 2024
- at a total cost not to exceed \$66,633.33

## **DISCUSSION**

SMART has been using the ADEPT-6 paratransit software platform since 2013. In June 2023, SMART awarded StrataGen Systems, Inc. a contract to replace ADEPT-6 with its newer, updated paratransit scheduling software, ADEPT-IQ. Implementation of the new ADEPT-IQ software began after July 1, 2023. During the implementation phase of the new ADEPT-IQ system, SMART continued to use the old ADEPT-6 software. However, the ongoing maintenance cost for ADEPT-6 software was not included in the original ADEPT-6 or new ADEPT-IQ contract. Payment for services rendered for ADEPT-6 maintenance is needed in the amount of \$66,633.33 for July 1, 2023, through February 29, 2024, covering the eight months leading up to the launch of the ADEPT-IQ software system. The total cost for this project shall not exceed \$66,633.33.

## **FUNDING**

The project is funded via: Operating Funds

## **ATTACHMENTS**

- Resolution

/CB



SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Ratification of Payment to StrataGen for ADEPT-6 Software Maintenance Services Rendered

- Whereas, SMART has been using its current StrataGen ADEPT-6 system since 2013. In June 2023, StrataGen Systems, Inc. was awarded a new contract for the ADEPT-IQ, a newer, updated paratransit software system to replace the ADEPT-6 system; and
- Whereas, During the implementation of the ADEPT-IQ, the ADEPT-6 continued to be used to maintain paratransit operations; and
- Whereas, The ongoing maintenance costs for the continued use of ADEPT-6 were not included in the original ADEPT-6 or new ADEPT-IQ contract; and
- Whereas, Payment for services rendered for ADPET-6 software maintenance is needed in the amount not to exceed \$66,633.33 for July 1, 2023, through February 29, 2024, covering the eight months leading up to the launch of the ADEPT-IQ software system; and
- Whereas, The project is funded via Operating Funds; now, therefore be it
- Resolved, That the Suburban Mobility Authority for Regional Transportation is hereby authorized to make payment to StrataGen Systems, Inc. for ADEPT-6 Software Maintenance Services rendered from July 1, 2023, through February 29, 2024, in the amount not to exceed \$66,633.33.

CERTIFICATE

The undersigned duly qualified Board Secretary of the Suburban Mobility Authority for Regional Transportation certifies the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of the Suburban Mobility Authority for Regional Transportation held on June 27, 2024.

\_\_\_\_\_

Date

\_\_\_\_\_

Board Secretary

No. \_\_\_\_\_



MEMORANDUM

TO: SMART Board of Directors

FROM: Chairperson

DATE: June 27, 2024

SUBJECT: Closed Session





MEMORANDUM

TO: SMART Board of Directors

FROM: Chairperson

DATE: June 27, 2024

SUBJECT: Board Member Business





MEMORANDUM

TO: SMART Board of Directors

FROM: Chairperson

DATE: June 27, 2024

SUBJECT: Adjournment

