



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

Board of Directors Meeting

October 28, 2021



Suburban Mobility Authority for Regional Transportation

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

ROLL CALL

Board of Directors Meeting

Date: October 28, 2021

CHAIRMAN, MR. KHALIL RAHAL

VICE-CHAIRWOMAN, MS. VICKI WOLBER

MS. HILARIE CHAMBERS

MR. ABDUL HAIDOUS

MR. ROYCE MANIKO

MR. BRET RASEGAN

MR. JOHN PAUL REA

Tiffany Martin-Patterson, SMART Board Secretary



**SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION
BOARD OF DIRECTORS MEETING
THURSDAY, OCTOBER 28, 2021
2:00 PM**

AGENDA

<u>ITEM:</u>	<u>ACTION:</u>	<u>PRESENTED BY:</u>
1. Call to Order		K. Rahal
2. Pledge of Allegiance		K. Rahal
3. Roll Call		T. Martin
4. Adoption of Agenda	Approval	K. Rahal
5. Board Appointments	Approval	K. Rahal
A) Appointment of Officers to the SMART Board of Directors	Approval	K. Rahal
6. Certification of Public Notice	Information	T. Martin
7. Minutes	Approval	V. Wolber
A) Board Meeting Minutes for September 23, 2021	Approval	V. Wolber
8. Public Participation	Discussion	V. Wolber
9. Chair Report	Information	V. Wolber
10. General Manager's Report	Information	D. Ferrell
11. New Business		
A) Information: Engagement Survey	Information	R. Cramer
B) Resolution: Authorization to Award a Contract for General Advertising Services	Approval	R. Cramer
C) Resolution: Authorization for Purchase Order Change Action (POCA) #1 Ryttec Door Parts	Approval	R. Cramer
D) Resolution: Authorization to Execute Michigan Department of Transportation (MDOT) Master Agreement Contract No. 2022-0138 and Project Authorizations and Amendments for State Fiscal Years 2022-2025	Approval	R. Byrne
E) Authorization to Participate in MDOT's USDOT Grant Application for Surface Transportation System Funding Alternatives Grant Program (STSFA)	Approval	R. Cramer

F) Resolution: Authorization to Award a Six-Month Interim Contract for Bus Tire Lease and Tire Related Services	Approval	R. Cramer
G) Resolution: Authorization to Award a Three-Month Interim Contract for Wide Area Network	Approval	R. Cramer
H) Resolution: Pay Equity Adjustment for Deputy General Manager	Approval	V. Wolber
12. Board Member Business	Discussion	V. Wolber

Adjournment



agenda item

DATE:	October 28, 2021	DISPOSITION SOUGHT:	Board Approval
TO:	SMART Board of Directors	SUBMITTED BY:	Deputy GM
FROM:	Interim General Counsel	APPROVED BY:	SMART Board
SUBJECT:	Election of Officers to the SMART Board of Directors: FY 2021 – 2022 Term		

SUMMARY:

In accordance with the SMART Board’s By-Laws, Article III Sections 2 and 3, the Officers of the Board, Chairman and Vice-Chairman, are to be elected annually.

DISCUSSION:

At its September 23, 2021 meeting, in accordance with the Board By-Laws, Article III Section 3, the Chairman of the SMART Board of Directors, with the concurrence of the full Board, appointed Messrs. Haidous, Rasegan and Rea to its Nominating Sub-Committee. The Committee was charged with selecting nominees for Officers of the FY 2020-21 Board. The Committee met and considered the matter prior to the Board’s September meeting. Further, at its September 2020 meeting, the Board of Directors accepted the Committee’s nominations of Wayne County Board member Mr. Rahal for Chairman and Macomb County Board member, Ms. Wolber, as Vice-Chairman of the SMART Board of Directors.

After entertaining further nominations from the floor prior to the election of officers, the SMART Board will vote on the Board’s Sub-Committee nominations of Board member Rahal for Chairman and Board member Wolber as Vice-Chairman, (along with any other nominations received from the floor) of the SMART Board of Directors.

ATTACHMENT

Resolution (in form only)



Suburban Mobility Authority for Regional Transportation

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

PUBLIC NOTICE

SMART will hold the October 28, 2021 Board of Directors meeting at 2 p.m. in SMART's Board Room located on the sixth floor of the Buhl Building, 535 Griswold Street, Detroit, MI 48226.

Consistent with Federal TSA Mask Mandate, MiOSHA, and SMART policies; all physically present at the meeting must adhere to the following policies:

- Wear a mask at all times regardless of vaccination status
- Pass a temperature check and health screening questionnaire
- Virtual attendance is strongly encouraged, and full public participation is still available via Zoom.

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

Members of the public may attend in person, or virtually/phone.

To attend virtually; on a smartphone, tablet or computer; please enter this URL in a web browser:
<https://smartbus.zoom.us/j/97955560638>

Via phone only, please dial: (301) 715-8592
Webinar ID: 979 5556 0638 (no password required)

One-tap mobile:
+13017158592,,97955560638# or
+13126266799,,97955560638#

Members of the Public may also submit a written comment to be read at the Public Comment period by emailing SMARTBoard@smartbus.org by 1:45 p.m. on the day of the meeting.

Requests for reasonable accommodations at SMART require advance reservations. Individuals with disabilities requiring assistance should contact SMARTBoard@smartbus.org or 313-223-2110 as soon as possible. If you have difficulties joining the virtual session, contact SMARTBoard@smartbus.org or 248-419-7912 and we will assist you to the best of our abilities.

Public Comment will proceed as follows:

- All comments: 5 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
 - Members of the public on Zoom/phone
 - Written comments via email. The Board Secretary will read any submitted comments



SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

BOARD OF DIRECTORS MEETING

PROPOSED MINUTES – September 28, 2021

A meeting of the Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART) was held on Tuesday, September 28, 2021 at 2:00 PM. The meeting was held at 535 Griswold, Suite 600, Detroit, MI 48226 and via a digital public video conference.

ATTENDANCE

SMART Board of Directors:	Chairperson	Mr. Khalil Rahal
	Vice-Chairperson	Ms. Vicki Wolber
		Ms. Hilarie Chambers
		Mr. Abdul Haidous
		Mr. Bret Rasegan
		Mr. John Paul Rea
Absent Board Members:		Mr. Royce Maniko
SMART Interim Board Secretary:		Mr. Dustin Hagfors
SMART General Manager:		Mr. Dwight Ferrell
SMART Staff Present:		Ms. Truvae Adams
		Ms. Melinda Arndt
		Ms. Beverly Anderson
		Mr. Fred Barbret
		Mr. Darren Beach
		Mr. Ryan Byrne
		Ms. Sabrina Clay
		Mr. Robert Cramer
		Mr. Melvin Evans
		Ms. Beth Gibbons
		Mr. Avery Gordon
		Ms. Sarah Gryniewicz
		Mr. Ian Holme
		Ms. Lynette Hurt
		Ms. Carol Jones
	Ms. Vicki Jordan-Strugs	
	Ms. Anika Parker	
	Mr. Michael Patten	
	Ms. Nichole Peters	

Mr. Konner Petz
Mr. Sean Riopelle
Ms. Lacey Shepard
Ms. Leeya Sutter
Mr. Darrell Taylor
Mr. Andy Thorner
Ms. Madonna Van Fossen
Mr. Tony Vinson
Mr. Mark Watson
Ms. Patty Wailing
Mr. D'Andrae Whitley

Public Registered:

Passenger
Passenger
Passenger
Passenger

Ms. Patty Fedewa
Ms. Laila Malik
Mr. Robert Pawlowski
Mr. Thomas Yazback
Motor City Freedom Riders

1. Call to Order

A) Pledge of Allegiance

2. Roll Call

Present: Chairperson Mr. Khalil Rahal, Vice-Chairperson Ms. Vicki Wolber, Ms. Hilarie Chambers, Mr. Abdul Haidous, Mr. Bret Rasegan, and Mr. John Paul Rea

Absent: Mr. Royce Maniko

A quorum was present.

3. Public Notice and Rules of Order

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

4. Adoption of Agenda

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Abdul Haidous, to approve the Agenda for the September 28, 2021 Board meeting.

DISCUSSION

None

VOTE: THE MOTION CARRIED.

5. Minutes

A. Board Meeting Minutes for August 26, 2021

MOTION: Moved by Mr. John Paul Rea, seconded by Ms. Vicki Wolber, to approve the Board meeting minutes for August 26, 2021.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

6. Public Participation

Chairperson Mr. Khalil Rahal declared the meeting open for Public Participation.

➤ **Ms. Patty Fedewa** - Passenger

DISCUSSION:

Ms. Fedewa requested that SMART return to the full service that was provided pre-COVID. She understands there is a driver shortage and suggested SMART provide bonuses or higher wages to attract more drivers.

➤ **Mr. Robert Pawlowski** - Passenger

DISCUSSION:

Mr. Pawlowski applauded the SMART Flex service and suggested some further expansion into opt-out communities such as Grosse Isle and Woodhaven as a way to attract them to opt-in to the SMART millage.

➤ **Mr. Thomas Yazback** – Passenger

DISCUSSION:

Mr. Yazback has some concerns with the trip coverage within the SMART Flex in Pontiac and he would like to see the new Route 430 have longer span of service in the evenings.

7. Chairperson's Report

DISCUSSION:

Chairperson Mr. Khalil Rahal wanted to provide a recap on the Mackinac Policy Conference where he saw the new General Manager, Mr. Dwight Ferrell, talking to a lot of people about transit as well as transit being the topic of conversation during many of the presentations that occurred at that event.

8. Staff Reports

A. General Manager Introduction

Mr. Dwight Ferrell, General Manager, thanked SMART Board Members and staff for the welcome he has received since starting at SMART. He is excited to see transit grow and thrive in Metro Detroit and lead SMART into the future. He also wanted to applaud Mr. Robert Cramer, Deputy General Manager, for his hard work and gracious introduction into the workings of SMART. Accolades were given to SMART staff for their perseverance during COVID and adjusting to working from home while still getting the job done.

B. Deputy General Manager Report

Mr. Robert Cramer, Deputy General Manager, reported on the following:

- General Updates
- SMART Flex Updates
- Project Updates
- October 2nd Job Fair

Ms. Hilarie Chambers requested an update on ridership for the Flex service. Mr. Cramer did not have recent numbers, but did inform the Board that the ridership has been increasing each month since the service was implemented. Ms. Chambers also requested an update on Fixed Route ridership and Mr. Cramer confirmed that SMART has returned to about 75 percent of ridership that was present pre-COVID. Mr. Ferrell also informed the Board that staff is looking at their hiring practices and ways to fill the employment gaps facing the Authority. Ms. Chambers also had some concerns about the marketing strategy with the SMART Flex service and would like to see some better focused marketing in the future. Mr. Khalil Rahal further suggested that social media could be used more to promote the service.

Mr. Abdul Haidous inquired about the overtime situation for the Authority due to the low staffing. Mr. Ryan Byrne, Director of Finance, stated the Authority was in a good place financially with overtime. A follow up discussion about driver shortages and the use of overtime took place.

9. New Business

A. Resolution: Authorization for Purchase Order Change Action (POCA #2) for Additional Support Service for the EAM Optimization Project

MOTION: Moved by Mr. John Paul Rea, seconded by Ms. Vicki Wolber, that the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve a purchase order change action (POCA) for additional support for after the project completion in the amount of a \$26,500.00 to Trapeze Software Group.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

B. Resolution: Approval of Audit Committee Appointments

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Abdul Haidous, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART) hereby approves the appointments to the Audit Committee.

DISCUSSION:

The SMART Board selected Mr. Bret Rasegan, Oakland County, Mr. Khalil Rahal, Wayne County, and Mr. John Paul Rea, Macomb County, for the Audit Committee.

VOTE: THE MOTION CARRIED.

10. Board Member Business

DISCUSSION:

Mr. John Paul Rea provided an update on the Nominating Committee meeting where they nominated Ms. Vicki Wolber, Macomb County, as Chairperson and Ms. Hilarie Chambers, Oakland County, as Vice-Chairperson. These nominations are to be voted on at the next Board Meeting in October.

Ms. Hilarie Chambers wanted to discuss the equity adjustment for Mr. Robert Cramer, Deputy General Manager, for the time that he served as General Manager prior to the hiring of a new General Manager. It was proposed that a resolution be made to support compensating Mr. Cramer through installment payments. Ms. Vicki Wolber questioned why they wouldn't pay a lumpsum as the equity adjustment pertained to work already completed. After some discussion, Mr. Khalil Rahal requested that the conversation be tabled for a future meeting so that some further exploration and analysis can be done on the equity process.

Adjournment

There being no further business to come before the Board, upon motion made by Ms. Vicki Wolber, seconded by Mr. John Paul Rea, and unanimously carried, the meeting adjourned at 2:38 PM.

Respectfully submitted,

Dustin Hagfors
Interim Secretary to the Board of Directors

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorization to Award a Contract for General Advertising Services

- Whereas, The Suburban Mobility Authority for Regional Transportation (SMART) has a requirement for General Advertising Services; and
- Whereas, A Request for Proposal (RFP) was advertised and posted on MITN. Two proposals were received; and
- Whereas, An evaluation and selection committee was appointed by the Deputy Director and evaluated the two proposals in accordance to the criteria stated in the RFP; and
- Whereas, The proposal submitted by The Berline Group was determined to be the most advantageous to SMART with price and other specified evaluation factors being considered. Price was determined fair and reasonable; and
- Whereas, Funding will be from operating funds; and
- Whereas, The Director of Finance is satisfied that The Berline Group has potential to perform under the contract terms and conditions; and
- Whereas, The EEO Department is satisfied that The Berline Group 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 Suburban Mobility Authority for Regional Transportation is hereby authorized to approve a three year contract in the amount of \$1,500,000.00 with 2-1 year renewal options subsequent amounts of \$500,000.00 and \$500,000.00 for General Advertising Services. The total contract amount is \$2,500,000.00.

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 .

Date

Board Secretary

No. _____

Summary - Score sheet Evaluation
 RFP 21-3394A
 General Advertising Services

Consensus Scoring Method	Prior Experience and References	Industry Knowledge	Organization Capabilities	Staff	Price/Price Factors	Total
	30	20	10	5	35	100

VENDORS

The Berline Group Inc.	26	20	8	5	35	94
IContechStudio	25	16	8	5	25	79

DATE: October 28, 2021 DISPOSITION SOUGHT: Board Approval
 TO: SMART Board of Directors SUBMITTED BY: General Manager
 FROM: Procurement Department APPROVED BY: Certification Committee

SUBJECT: Authorization for Purchase Order Change Action (POCA) #1 Rytec Door Parts

RECOMMENDATION

That the Board adopt the attached resolution authorizing a purchase change order action:

- For the purchase of Rytec Door Parts
- to KVM Door Systems, Inc. located at 24387 Sorrentino Court, Clinton Township, MI 48035
- at a cost of \$55,000.00

DISCUSSION

On November 1, 2019 SMART entered into a contract with KVM Door Systems, Inc. for Rytec Door Parts. The overhead doors are aging and require large repairs. In order to complete the repairs and fund the contract for Rytec door parts for the remainder of the contract, an additional \$55,000.00 is requested. The additional funds exceed the allowable threshold as stipulated in SMART Board Policy #1.

FUNDING & COSTS:

The additional funds for this project are funded via: Operating Funds.

The summary of the original purchase and POCA is as follows:

Stage	Date Board Approval/Requested	Work	Cost
Three-year Base Period	11/1/2019-10/31/2022	Rytec Door Parts	\$ 57,000.00
POCA #1	10/28/2021	Rytec Door Parts	\$ 55,000.00
		Cumulative TOTAL	\$ 112,000.00

ATTACHMENTS:

- Resolution

/CB

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorization to Approve a
Purchase Order Change Action (POCA) #1
Rytec Door Parts

- Whereas, The Suburban Mobility Authority for Regional Transportation (SMART) is requesting a Purchase Order Change Action for additional funds needed to do large repairs and fund the Rytec door parts for the remainder of the contract; and
- Whereas, A POCA #1 submitted in the amount of \$55,000.00 exceeds the allowable change order threshold, as stipulated in SMART Board Policy No. 1; and
- Whereas, Funding for this POCA #1 in the amount of \$55,000.00 will be funded via Operating Funds; and
- Whereas, The Director of Finance is satisfied that KVM Door Systems, Inc. has performed under the contract terms and conditions; and
- Whereas, The EEO Department is satisfied that KVM Door Systems, 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 approve POCA #1 in the amount of \$55,000.00 to KVM Door Systems, Inc.

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 October 28, 2021.

Date

Board Secretary

No. _____

DATE: October 28, 2021 DISPOSITION SOUGHT: Board Approval
TO: SMART Board of Directors SUBMITTED BY: Director of Finance
FROM: Capital and Grant Programs APPROVED BY: General Manager

SUBJECT: Authorization to Execute Michigan Department of Transportation (MDOT)
Master Agreement Contract No. 2022-0138 and Project Authorizations and Amendments for State Fiscal
Years 2022-202

SUMMARY:

The Suburban Mobility Authority for Regional Transportation (SMART) is required by MDOT to execute a resolution authorizing SMART to execute a Master Agreement contract and Project Authorizations for Fiscal Years 2022 through 2025.

DISCUSSION:

In an effort to streamline the State grant contract process and reduce paperwork, MDOT has initiated a Master Contracting Process that will cover a five-year period. When program funds allocated within the five-year period of the Master Contract are ready for distribution, MDOT will issue a Project Authorization, which SMART will review and sign. Excluded from this agreement are Rideshare and Vanpool programs.

RECOMMENDATION:

The Board of Directors adopt the attached resolution authorizing the General Manager to enter into and execute the MDOT Master Agreement Contract No. 2022-0138 and Project Authorizations for Fiscal Years 2022-2025.

ATTACHMENTS:

1. Resolution

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorization to Execute Master Agreement Contract No. 2022-0138 and Project Authorizations and Amendments with the Michigan Department of Transportation (MDOT) for Fiscal Years 2022-2025

Whereas, the Suburban Mobility Authority for Regional Transportation (SMART) has the authority to contract with MDOT for state and/or federal funds for passenger transportation related services; and

Whereas, the Suburban Mobility Authority for Regional Transportation does hereby approve Master Agreement Number 2022-0138; and

Whereas, this resolution shall also approve execution of Project Authorizations for any programs designated by SMART and/or Project Authorizations with the Michigan Department of Transportation for passenger transportation related services for the Agreement period; now therefore be it

Resolved, that the General Manager of SMART is authorized to execute the Master Agreement Contract on behalf of SMART.

Resolved, that the General Manager of SMART is authorized and directed to execute on behalf of SMART all such Project Authorizations with MDOT for passenger transportation related services for the Agreement period.

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 October 28, 2021.

Date

Board Secretary

No. _____

DATE: October 28, 2021 DISPOSITION SOUGHT: Board Approval
TO: SMART Board of Directors SUBMITTED BY: General Manager
FROM: Deputy General Manager

SUBJECT: Authorization to Participate in MDOT's USDOT Grant Application for Surface Transportation System Funding Alternatives Grant Program (STSFA)

RECOMMENDATION

That the Board adopt the attached resolution authorizing SMART to join the MDOT application for STSFA to study the viability of Road Use Charging (RUC). If selected, our participation would include letters of support, and commitment of in-kind contributions for:

- Staff time related to development, implementation, and conclusions from the study (estimated at approximately \$31,000 in allocated costs)
- Cost of fare when transit is selected as trip choice by study group members (maximum value estimated at \$75,000 based on individual, full-fare rides)

DISCUSSION

This project, titled Perceptions and Implications of Road Use Charges, will study the viability of Road Use Charging (RUC) as a tool for transportation demand management and congestion mitigation and is an exciting collaboration between MDOT, The Rapid, SMART, and Via. This collaboration combines the regulatory authority of the state, the ground-level expertise of the public transit agencies serving the greater Grand Rapids and Detroit Metro areas, and the technological sophistication of the private sector.

Specifically, the project will explore Michigan residents' knowledge of RUC as a funding tool, preferences around various methods of implementation (i.e., mileage reporting, payment media, and frequencies) and provide qualitative and quantitative data that measure the relative efficacy of different incentives to shift travel to off-peak times and / or encourage a modal shift from single occupancy vehicles (SOV) to public and shared transit options. The project will produce detailed, actionable recommendations for how RUC can be implemented as a scalable alternative to the gas tax for funding the Highway Trust Fund and as a tool to catalyze a holistic transportation system that is performant, carbon neutral, equitable, and accessible.

FUNDING & COSTS:

SMART's only commitment to this project is via in-kind funding. It is anticipated that staff time can be covered through existing staffing without the need for any additional staff positions or time cost. To support the program, SMART will also not seek reimbursement from the project for the first \$75,000 of fares when the program participants chose and purchase a transit ride as their choice for a given trip. As many of the participants are expected to be single-occupant vehicle users at the start of the study, it is anticipated that the vast majority of those riders would not use transit if not for their participation in the study – this means the contribution should not significantly impact our budgeted revenue from fares.

ATTACHMENTS:

- Resolution

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorization to Participate in MDOT's USDOT Grant Application for Surface Transportation System Funding Alternatives Grant Program (STSFA)

Whereas, The Suburban Mobility Authority for Regional Transportation (SMART) supports efforts to develop and research transportation demand, congestion mitigation and innovative and sustainable transportation funding frameworks ; and

Whereas, MDOT is leading a collaborative team including The Rapid in Grand Rapids to incorporate transit expertise and services into the pilot project; and

Whereas, SMART's obligation, if the grant is selected, is limited to in-kind contributions via staff time (\$31,000, no additional staffing or costs) and no-cost fares (up to \$75,000 based on selections by program participants); now, therefore be it

Resolved, That the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve participation, including specified in-kind contributions, in the MDOT grant application for USDOT Grant Application for Surface Transportation System Funding Alternatives Grant Program (STSFA).

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 October 28, 2021.

Date

Board Secretary

No. _____



agenda item

DATE: October 28, 2021 DISPOSITION SOUGHT: Board Approval
 TO: SMART Board of Directors SUBMITTED BY: General Manager
 FROM: Procurement Department APPROVED BY: Certification Committee

SUBJECT: Authorization to Award a Six-Month Interim Contract for Bus Tire Lease and Tire Related Services

RECOMMENDATION

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

- for an interim contract for Bus Tire Lease and Tire Related Services
- to Michelin North America, Inc.
- for Six Months
- at a Total cost of \$351,000

DISCUSSION

SMART has solicited a new contract for Bus Tire Lease and Tire Related Services and the proposals are being evaluated by the evaluation and selection committee. The current contract will expire October 30, 2021. The purpose of the six-month interim contract is to allow the evaluation and selection committee to review and negotiate all the deviations on the vendors' proposals. The six- month extension will allow time to thoroughly review all proposals received for solicitation for a new contract. All terms and conditions for the service shall remain the same as the current contract, RFP Control No # 16-1937.

FUNDING & COSTS:

The project is funded via: Operating Funds

	Cost
Six-Month Interim Contract for tire lease and tire related services	\$351,000
Total Max	\$351,000

ATTACHMENTS:

- Resolution

/MP

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorize the Board Chair to Award a Six-Month Interim Contract
for Bus Tire Lease and Tire Related Services

-
- Whereas, Board authorization is requested to award a six-month interim contract to Michelin North America, Inc. to allow for additional time needed to evaluate the proposals received for solicitation; and
- Whereas, The six-month interim contract with the Michelin North America, Inc. will start November 1, 2021 through April 30, 2022 for an amount of \$351,000; and
- Whereas, Funding for the six-month interim contract is available in the Authority's general fund; and
- Whereas, The Director of Finance is satisfied that Michelin North America, Inc. has the potential to perform under the terms and conditions of the contract; and
- Whereas, The EEO Department is satisfied that Michelin North America, Inc. is in compliance with the equal opportunity and affirmative action laws and policies of the Federal & State governments and SMART; now, therefore be it
- Resolved, That the Suburban Mobility Authority for Regional Transportation is hereby authorized to Award an Interim Contract to Michelin North America, Inc. for Tire Lease and Tire Related Services starting November 1, 2021 through April 30, 2022 for an amount of \$351,000. All pricing, terms and conditions are based on the current contract and the service shall remain unchanged.

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 October 28, 2021.

Date

No. _____

Board Secretary



agenda item

DATE: October 28, 2021
TO: SMART Board of Directors
FROM: Procurement Department

DISPOSITION SOUGHT: Board Approval
SUBMITTED BY: General Manager
APPROVED BY: Certification Committee

SUBJECT: Authorization to Award a Three-Month Interim Contract for Wide Area Network

RECOMMENDATION

That the Board adopts the attached resolution authorizing the award of an interim contract:

- for Wide Area Network services
- to Crown Castle Fiber located at 755 W. Big Beaver Road, Suite 2040, Troy, MI 48084
- for Three Months
- at a total cost of \$24,000.00.

DISCUSSION

The Board approved Crown Castle Fiber for a new contract for Wide Area Network services on August 26, 2021. The project consists of initially providing Wide Area Network (WAN) services to SMART and later converting the current 2-layer WAN to a 3-layer network (SD WAN). The current contract with Crown Castle Fiber expires on November 30, 2021. A three-month interim contract will allow time for necessary site surveys by Crown Castle, for SMART to make determinations about the timing of implementing SD-WAN, and to thoroughly review and negotiate Crown Castle’s proposed Master and Supplemental Telecommunications License Agreement. All terms and conditions for the service shall remain the same as the current contract, RFP Control No # 16-1949.

FUNDING & COSTS:

The project is funded via: Operating Funds

	Cost
Three-Month Interim Contract for Wide Area Network	\$24,000
Total Max	\$24,000

ATTACHMENTS:

- Resolution

/MP

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorization to Award a Three-Month Interim Contract
for Wide Area Network

- Whereas, Board authorization is requested to award a three-month interim contract to Crown Castle Fiber to allow for additional time needed to evaluate the proposals received for solicitation; and
- Whereas, The three-month interim contract with the Crown Castle Fiber will start December 1, 2021 through February 28, 2022 for an amount of \$24,000; and
- Whereas, Funding for the three-month interim contract is available in the Authority's general fund; and
- Whereas, The Director of Finance is satisfied that Crown Castle has the potential to perform under the terms and conditions of the contract; and
- Whereas, The EEO Department is satisfied that Crown Castle, Inc. is 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 Suburban Mobility Authority for Regional Transportation is hereby authorized to Award an Interim Contract to Crown Castle Fiber for Wide Area Network starting November 1, 2021 through February 28, 2022 for an amount of \$24,000. All pricing, terms and conditions are based on the current contract and the service shall remain unchanged.

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 October 28, 2021.

Date

No. _____

Board Secretary



agenda item

DATE: October 28, 2021 DISPOSITION SOUGHT: Approval
TO: SMART Board of Directors SUBMITTED BY: Director of Human
FROM: Human Resources Department Resources

SUBJECT: Authorization to Provide a Pay Equity Adjustment

RECOMMENDATION:

That the Board authorize a pay equity adjustment for the Deputy General Manager for performing the responsibilities and duties of a General Manager from March 14, 2020 through September 19, 2021.

DISCUSSION:

Authorization is sought to provide the Deputy General Manager, Robert Cramer, with a pay equity adjustment of \$348.81 per week for performing the responsibilities and duties of a General Manager, from March 14, 2020 through September 19, 2021 (79 weeks). This amount reflects the salary difference between the Deputy position and the General Manager position that would have been provided to Mr. Cramer in March 2020. The payment shall be reportable wages for tax, pension and any other purposes.

FUNDING SOURCE:

The cost of the total pay equity adjustment is \$27,555.99, and will be supported by Operating Funds for Fiscal Years 2021-22.

ATTACHMENT

Resolution

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorization to Provide a Pay Equity Adjustment

- Whereas, Board authorization is requested to award a pay equity adjustment to Deputy General Manager, Robert Cramer; and,
- Whereas, The weekly pay equity adjustment shall be \$348.81 per week based upon the annualized salary difference between the Deputy and General Manager positions; and,
- Whereas, The pay equity adjustment shall be for the time period of March 14, 2020, through September 19, 2021; and,
- Whereas, The pay equity adjustment shall be reportable wages for tax, pension and other purposes; and,
- Whereas, Funding for the pay equity adjustment is available in the Authority's general fund; now therefore be it,

RESOLVED, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART), hereby authorizes a pay equity adjustment of \$27,555.99 for the Deputy General Manager.

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 Suburban Mobility Authority for Regional Transportation on October 28, 2021.

Date

Board Secretary

No.