



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

Board of Directors Meeting

July 27, 2023



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

Board of Directors Meeting

Date: July 27, 2023

CHAIRPERSON, MS. HILARIE CHAMBERS

VICE-CHAIRPERSON, MR. ABDUL HAIDOUS

DR. CURTIS IVERY

MR. ROYCE MANIKO

MR. BRET RASEGAN

MR. JOHN PAUL REA

MS. VICKI WOLBER



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**SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION
BOARD OF DIRECTORS' MEETING
THURSDAY, JULY 27, 2023
2:00 PM**

AGENDA

ITEM:	ACTION:	PRESENTED BY:
1. Call to Order		Hilarie Chambers
2. Pledge of Allegiance		
3. Roll Call		Tiffany Martin
4. Adoption of Agenda	Approval	Hilarie Chambers
5. Certification of Public Notice	Information	Tiffany Martin
6. Minutes		
A. Board Meeting Minutes for June 22, 2023	Approval	Hilarie Chambers
7. Public Participation	Discussion	Hilarie Chambers
8. Chairperson's Report	Information	Hilarie Chambers
9. General Manager's Report	Information	Dwight Ferrell
10. Board Briefings		
A. HR Hiring Update	Information	Makini Jackson
B. FLEX Report	Information	Danny Whitehouse
11. New Business		
A. Resolution: SMART FY2023 5310	Approval	Harmony Lloyd <i>VP of Planning</i>
B. Resolution: MDOT, 5-Year Vehicle Accessibility Plan	Approval	Danny Whitehouse <i>VP of Paratransit and On-Demand Services</i>
C. Resolution: SaaS Management Software Training and Consultant Services Agreement	Approval	Melvin Evans <i>Interim VP of IT</i>
D. Resolution: Authorization to Award a Contract for Outside Legal Services for Five (5) Legal Practice Areas	Approval	Sean Riopelle <i>Assistant General Counsel</i>

E. Resolution: Authorization to Award a Contract for Circuit Board Repair	Approval	Le Juan Burt <i>VP of Maintenance</i>
F. Resolution: Authorization to Award a Contract for Painting and Power Washing Service	Approval	Le Juan Burt <i>VP of Maintenance</i>
12. Executive Session <i>(To discuss strategy and conduct negotiations for collective bargaining agreements.)</i>	Discussion	Hilarie Chambers
13. Board Member Business	Discussion	Hilarie Chambers



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PUBLIC NOTICE

SMART will hold the July 27, 2023, 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.

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 by 1:45 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 – June 22, 2023

A meeting of the Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART) was held on Thursday June 22, 2023, at 6:00 PM. The meeting was held at Wayne County Community College, 21000 Northline Rd, Taylor, Michigan 48180.

ATTENDANCE

SMART Board of Directors:	Chairperson	Ms. Hilarie Chambers
	Vice-Chairperson	Mr. Abdul Haidous
		Dr. Curtis Ivery
		Mr. Royce Maniko
		Mr. John Paul Rea
		Mr. Bret Rasegan
Absent Board Members:		Ms. Vicki Wolber
SMART General Manager:		Mr. Dwight Ferrell
SMART Deputy GM & COO:		Ms. Tiffany J. Gunter
SMART Board Administrator:		Ms. Tiffany Martin-Patterson
SMART Staff Present:		Ms. Truvae Adams
		Ms. De'Shalon Brownlee
		Ms. Laura Bieniek
		Mr. Le Juan Burt
		Mr. Ron Beier
		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 Haring
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. **A Moment of Silence for Janice Bauer, SMART ADA Coordinator**
4. **Roll Call**

Present: Chairperson Ms. Hilarie Chambers, Vice-Chairperson Mr. Abdul Haidous, Mr. Royce Maniko, Mr. Bret Rasegan, Mr. John Paul Rea & Dr. Curtis Ivery

Absent: Ms. Vicki Wolber

A quorum was present.

5. **Adoption of Agenda**

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Bret Rasegan, to approve the Agenda for the June 22, 2023, Board meeting.

DISCUSSION

None

VOTE: THE MOTION CARRIED.

6. Certification of Public Notice

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

7. Minutes

A. Board Meeting Minutes for May 25, 2023

MOTION: Moved by Mr. Abdul Haidous, seconded by Mr. John Paul Rea, to approve the Board meeting minutes for May 25, 2023.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

8. Public Participation

Chairperson Ms. Hilarie Chambers declared the meeting open for Public Participation.

The following participants voiced their concerns and made comments:

- Ms. Alyssa
- Mr. Joel Batterman
- Mr. Bobby Bamase
- Ms. Patty Fedewa
- Mx. Steven Hammontree
- Mr. Steven Harring
- Mr. Wyatt Johnson
- Mr. Drew Kennerly
- Mx. Lukas Lasecki
- Mr. Robert Pawlowski
- Mr. Alexander Selsley

9. Chairperson's Report

DISCUSSION:

None

10. General Manager's Report

DISCUSSION:

None

11. Board Briefings

- A. HR Hiring Update
- B. American Rescue Act Funding

12. Financial Report

A. Appointments to the 2022-2023 Audit Committee of the SMART Board of Directors

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Royce Maniko, that the Board of Directors of Suburban Mobility Authority for Regional Transportation hereby appoint the following to the Audit Committee:

1. Mr. Abdul Haidous, Wayne County
2. Mr. John Paul Rea, Macomb County
3. Mr. Bret Rasegan, Oakland County
4. Mr. Royce Maniko, Monroe County (Alternate Committee Member)

now therefore be it,

RESOLVED, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation, hereby approves the appointment of the Audit Committee for the 2022-23 term.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

13. New Business

A. Resolution: Authorization to Award a Contract for Sign Poles and Anchor Sleeves

MOTION: Moved by Mr. Bret Rasegan, 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 contracted for an amount not to exceed \$120,000.00 to Dombos Sign & Safety, Inc. for Sign Poles and Anchor Sleeves. There is a one, one-year renewal option. If exercised, the total amount would be \$240,000.00 for a two-year period.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

B. Resolution: Authorization to Award a contract for Motorola 800 MHz Radio System for Lake Erie Transit Commission (LETC)

MOTION: Moved by Mr. Abdul Haidous, seconded by Mr. Royce Maniko, that the General Manager for the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a contract in the amount not to exceed \$314,684.00 for Motorola 800 MHz Radio System to Motorola Solutions.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

C. Resolution: LET Pavement Improvement Projects

MOTION: Moved by Mr. Royce Maniko, seconded by Mr. Abdul Haidous that the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve the purchase of the LET Pavement Improvement Project in the amount of \$560,962.30 to Metropolitan Concrete.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

D. Resolution: Authorization to Award a Contract for Fasteners, Shop Supplies, and Small Tools

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Abdul Haidous that the General Manager of Suburban Mobility Authority for Regional Transportation is hereby authorized to award a one-year contract for a total amount not to exceed \$95,000.00 for fasteners, shop supplies, and small tools to W.W. Grainger, Inc.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

E. Resolution: Authorization to Award a Contract for AT&T FirstNet Cellular Services

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Bret Rasegan that the General Manager of Suburban Mobility Authority for Regional Transportation is hereby authorized to award a one-year contract with four, one-year renewal options for a total amount not to exceed \$875,000.00 for AT&T FirstNet Cellular Services.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

F. Resolution: Authorization to Award a Contract for T-Mobile Wireless Voice, Data, and Accessories.

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 with four (4) one-year renewal options for a total amount not to exceed \$225,000.00 for T-Mobile Wireless Voice, Data, and Accessories to T-Mobile USA, Inc.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

G. Resolution: Authorization to amend the interlocal agreement with Oakland County for the provision of transportation services to veterans and their dependents within Oakland County to the Veteran's Services offices located in Pontiac and Troy

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Bret Rasegan that the Suburban Mobility Authority for Regional Transportation is hereby authorized to amend the Veterans Transportation Agreement by extending the agreement from June 30, 2023, to August 31, 2023.

DISCUSSION:

None

VOTE: THE MOTION CARRIED

H. Resolution: Authorization to Award a contract for StratGen Paratransit Scheduling Software Upgrade, Training & Professional Services

MOTION: Moved by Mr. Abdul Haidous, seconded by Mr. John Paul Rea that the General Manager of Suburban Mobility Authority for Regional Transportation is hereby authorized to award a contract in the amount not to exceed \$1,108,950.00 for StrataGen Software Upgrade, Training & Professional Services to StrataGen Systems, Inc.

DISCUSSION:

None

VOTE: THE MOTION CARRIED

I. Resolution: FY2024 Board of Directors Meeting Schedule and Standing Resolution Setting Regular Board Meetings

MOTION: Moved by Ms. John Paul Rea, seconded by Mr. Abdul Haidous that the Board of Directors of the Suburban Mobility Authority for Regional Transportation hereby adopts the foregoing schedule as its own for FY2024.

DISCUSSION:

None

VOTE: THE MOTION CARRIED

J. Resolution: Authorization for Purchase Order Change Action (POCA) #1 for Additional Funding for the Purchase of Fifty-Three (53) Transit Vans

MOTION: Moved by Mr. Abdul Haidous, seconded by Mr. John Paul Rea that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve POCA #1 for additional funding not to exceed \$883,472.00 to Hoekstra Transportation.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

14. Closed Session (VL)

Roll Call

Present: Chairperson Ms. Hilarie Chambers, Vice-Chairperson Mr. Abdul Haidous, Mr. Royce Maniko, Mr. Bret Rasegan, Mr. John Paul Rea & Dr. Curtis Ivery

Absent: Ms. Vicki Wolber

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 **proceed into** Executive Session.

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

DISCUSSION:

Confidential

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

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, hereby authorizes the move to **proceed out** of Executive Session.

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

15. Board Member Business

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 proceed with the recommendation of General Counsel.

DISCUSSION:

None

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

Adjournment

There being no further business to come before the Board, upon motion made by Mr. John Paul Rea, seconded by Mr. Abdul Haidous, and unanimously carried, the meeting adjourned at 7:46 PM.

Respectfully submitted,

Tiffany Martin-Patterson

Tiffany Martin-Patterson
Board Administrator

DATE:	July 27, 2023	DISPOSITION SOUGHT:	Board Approval
TO:	SMART Board of Directors	SUBMITTED BY:	Deputy GM
FROM:	Capital and Grant Programs	APPROVED BY:	General Manager

SUBJECT: SMART FY 2022 and FY 2023 5310 Program of Projects

RECOMMENDATION

That the Board adopt the attached resolution authorizing the General Manager to submit the Program of Projects to FTA:

- for the grant application for 5310 funds
- to SMART and it's Subrecipients
- for FY2022 & FY2023
- at an FTA total cost of \$6,289,128

DISCUSSION

In March the Regional Transit Authority of Southeast Michigan (RTA) administered a Detroit Urbanized Area (UZA) regional call for projects for 5310 formula funds for FY 2022 and 2023. Several projects from SMART's Wayne, Oakland and Macomb County partners were approved for funding during the RTA's call for projects. In a separate process Toledo UZA FY2023 5310 funding has been allocated by the Toledo Area Regional Transit Authority (TARTA) for Bedford in Monroe County. SMART as the direct recipient for FTA grant dollars is required to submit a proposed program of projects to the FTA during the grant application process. A program of projects has been created to apply for a Federal amount of \$1,506,535 for FY 2022 5310, and a Federal amount of \$4,782,593 for FY 2023 5310. Pursuant to 49 U.S.C. Section 5310, as amended, eligible transportation authorities are required to submit annually to the FTA a Program of Projects that includes identification of each subrecipient, the number of subrecipients, a description of each project, the total project cost and the federal share. SMART has prepared a final Program of Projects for FY 2022 & FY 2023 5310 funds that includes these items, and is ready to be presented to the SMART Board.

ATTACHMENTS:

- Resolution
- FY 2022 & FY 2023 5310 Program of Projects

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Approval of the Authority's FY 2022 & FY 2023 Section 5310 Program of Projects Consistent with FTA Regulations

- Whereas, Pursuant to Federal Transit Administration (FTA) guidelines, it is necessary for the Authority to make known, by formal resolution, its intent to submit a Program of Projects to the FTA under provisions of 49 U.S.C. Section 5310, as amended; and
- Whereas, 49 U.S.C. Section 5310, as amended, requires that the Authority prepare and submit a Program of Projects for each fiscal year; and
- Whereas, The Program of Projects for FY 2022 and FY 2023 includes a list of approved projects to be funded by Federal capital, and operating financial assistance; and
- Whereas, The Regional Transit Authority (RTA) and Toledo Area Regional Transit Authority (TARTA) approved the funding levels proposed for this Program of Projects; and
- Whereas, In its Master Agreement with Public Transportation Providers of July 9, 2013, the RTA provided approval for SMART to make direct application to the FTA based on approved funding levels; now therefore be it
- Resolved, That the Board of Directors of SMART authorizes the General Manager of SMART to submit the Program of Projects for FY 2022 and FY 2023 to FTA in compliance with the requirements of 49 U.S.C. Section 5310, as amended.

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 July 27, 2023.

Date

Board Secretary

No. _____

FY 2022-2023 - 5310

Program of Projects

As of June 28, 2023

Additional details of the applications, evaluation criteria, and awarded projects can be found on file with SMART by request.

Project Description	FY Funding	Recipient	Recipient Status	Adoption Date	Coordinated Plan Page(s)	Category	FTA Amount	STATE Amount	Local Recipient	Total Project Cost
Traditional Capital										
	2022	SMART	Public		61	A	1,506,535	376,634		1,883,169
Total 2022 Traditional Capital							\$1,506,535	\$376,634	\$0	\$1,883,169
	2023	Brandon	Public		61	A	128,000	32,000		160,000
	2023	DCC	Non-Profit		61	A	96,000	24,000		120,000
	2023	Dearborn	Public		61	A	608,000	152,000		760,000
	2023	Livonia	Public		61	A	128,000	32,000		160,000
	2023	Melvindale	Public		61	A	224,000	56,000		280,000
	2023	Nankin	Public		61	A	128,000	32,000		160,000
	2023	Redford	Public		61	A	608,000	152,000		760,000
	2023	RLEMS	Public		61	A	128,000	32,000		160,000
	2023	OPC	Public		61	A	384,000	96,000		480,000
	2023	STAR	Public		61	A	128,000	32,000		160,000
	2023	Sterling Heights	Public		61	A	256,000	64,000		320,000
Total 2023 Traditional Capital							\$2,816,000	\$704,000	\$0	\$3,520,000
Total Capital							\$4,322,535	\$1,080,634	\$0	\$5,403,169
Mobility Management										
	2023	FRTA	Non-Profit		65	A	61,088	15,272		76,360
	2023	Golden Services	Non-Profit		65	A	70,626	17,657		88,283
	2023	OCHN	Non-Profit		65	A	13,601	3,400		17,001
	2023	PEAC	Non-Profit		65	A	149,977	37,494		187,471
Total 2023 Mobility Management							\$295,292	\$73,823	\$0	\$369,115
Total Mobility Management							\$295,292	\$73,823	\$0	\$369,115
Up to 50% Operating Assistance - Match Local										
	2023	DCC	Public		61	A	37,500		37,500	75,000
	2023	Farmington Hills	Public		61	A	50,000		50,000	100,000
	2023	FRTA	Non-Profit		61	A	93,080		93,080	186,160
	2023	JFS	Non-Profit		61	A	492,000		492,000	984,000
	2023	Nankin	Non-Profit		61	A	30,000		30,000	60,000
	2023	NOTA	Public		61	A	206,536		206,536	413,072
	2023	PEAC	Public		61	A	321,202		321,202	642,404
	2023	RLEMS	Public		61	A	150,000		150,000	300,000
	2023	STAR	Public		61	A	3,250		3,250	6,500
	2023	WOTA	Non-Profit		61	A	245,613		245,613	491,226
Total 2023 Operating Assistance							\$1,629,181		\$1,629,181	\$3,258,362
Total Operating Assistance							\$1,629,181		\$1,629,181	\$3,258,362
GRAND TOTAL							\$6,247,008	\$1,154,457	\$1,629,181	\$9,030,646
FY 2022 Totals							\$1,506,535	\$376,634	\$0	\$1,883,169
FY 2023 Totals							\$4,740,473	\$777,823	\$1,629,181	\$7,147,477
Grand Total							\$6,247,008	\$1,154,457	\$1,629,181	\$9,030,646

Toledo UZA

Project Description	FY Funding	Recipient	Recipient Status	Adoption Date	Coordinated Plan Page(s)	Category	FTA Amount	STATE Amount	Local Recipient	Total Project Cost
Operating	2023	Bedford	Public			A	\$42,120	\$0	\$42,120	\$84,240
Bedford GRAND TOTAL							\$42,120	\$0	\$42,120	\$84,240
SMART/Bedford FY 2023 Totals							\$4,782,593	\$777,823	\$1,671,301	\$7,231,717
SMART/Bedford Grand Total							\$6,289,128	\$1,154,457	\$1,671,301	\$9,114,886

Subrecipient Codes:

DCC	Downriver Community Conference	OPC	Older Persons' Commission
FRTA	Freedom Road Transportation Authority	PAATS	Pointe Area Assisted Transportation Service
JFS	Jewish Family Service of Metropolitan Detroit	PEAC	Program to Educate All Cyclists
MCA	Macomb Community Action	RLEMS	Richmond Lenox EMS Ambulatory Authority Community Transit
NOTA	North Oakland Transportation Authority	STAR	Senior Transportation Through Advance Registration
OCHN	Oakland Community Health Network	WOTA	Western Oakland Transportation Authority



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DATE: July 27, 2023 DISPOSITION SOUGHT: Approval
TO: SMART Board of Directors SUBMITTED BY: VP of Paratransit & On- Demand Response Services
FROM: Capital and Grant Programs APPROVED BY: General Manager
SUBJECT: Approval of Five-Year MDOT Vehicle Accessibility Plan (VAP)

SUMMARY:

Board approval is requested to submit a five-year (VAP) to Michigan Department of Transportation (MDOT).

DISCUSSION:

The five-year (VAP) is being submitted in compliance with Section 10e (18) of the Michigan Transportation Fund ACT (MCL 247.660e) and the official administrative rules for administration of Michigan's Comprehensive Transportation Fund. The purpose of this plan is to describe in detail SMART's demand-response service provided to senior people and individuals with disabilities.

The plan content was presented to the SMART Local Advisory Council, held on June 16, 2023, wherein the Local Advisory Council was given opportunity to review and comment on the content of the plan. No comments were made.

RECOMMENDATION:

That the Board of Directors adopts the attached resolution approving SMART's VAP plan.

ATTACHMENTS:

1. Proposed VAP Plan
2. Resolution

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Approval of SMART's VAP Plan

- Whereas, Pursuant to Section 10e (18) of the Michigan Transportation Fund Act (MCL 247.660e) (hereafter "the Act") and the official administrative rules for administration of Michigan's Comprehensive Transportation Fund the Authority is required to prepare and submit a Vehicle Accessibility Plan (VAP) to MDOT every five years, and
- Whereas, SMART staff has developed the VAP in compliance with "the Act" and it has been reviewed and approved at a meeting of the SMART Local Advisory Council, held on June 16, 2023, wherein the Local Advisory Council was given the opportunity to review and comment on the content of the plan. No comments were made, Now therefore be it
- Resolved, That the Board of Directors of SMART approves the SMART Five-Year VAP.

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



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SMART 5-Year Vehicle Accessibility Plan

1. Purpose

This accessibility plan is submitted in compliance with Section 10e(18) of the Michigan Transportation Fund Act (MCL 247.660e) (hereinafter “the Act”) and the official administrative rules for administration of Michigan’s Comprehensive Transportation Fund. The purpose of this accessibility plan is to describe the demand-response service provided by SMART to senior persons and individuals with disabilities. This accessibility plan demonstrates it is the policy of SMART to comply with the following requirements of Section 10e(18):

- A. That demand-response service is provided to persons 65 years of age or older and individuals with disabilities residing in SMART’s entire service area. (See attached map defining the service area.)
- B. That as a minimum, demand response service is provided to persons 65 years of age or older and individuals with disabilities during the same hours as service is provided to all other persons in SMART’s service area. SMART operates a complementary ADA service which operates the same days and times as our FR schedules. The general service, non-ADA service operates M-F from 6 a.m. to 6 p.m. on a first-come, first serve basis. These rides are generally within a 10-mile radius of the originating location.
- C. That the average time required for demand response service to persons 65 years and older and individuals with disabilities, from the initiation of a service request to arrival at the destination, is equal to the average time period required for demand response service provided to all other persons in SMART’s service area. Pick up windows and overall operations remain equal between those who are a senior or who have a disability and those who do not.
- D. That SMART has established a Local Advisory Council with not less than 50 percent of its membership representing persons 65 years of age or older and individuals with disabilities in SMART’s service area. At least one member (or 12 percent of membership has been appointed jointly with the area agency on aging. The Local Advisory Council has had an opportunity to review and comment on this plan before its submission to the Michigan Department of Transportation. (See attached SMART Local Advisory Council minutes)

All rules cited below refer to the official administrative rules for the administration of the Comprehensive Transportation Fund. These rules are found in the Michigan Administrative Code, beginning at Rule 241.4101, et seq.

2. Definition of Senior and Individual with a Disability - Rule 201 (2) (c)

As used in this Accessibility Plan

(a) “individual with a disability” means an individual who has a physical or mental impairment that substantially limits one or more of the major life activities of such individual, a record of such impairment, or being regarded as having such an impairment. See Michigan Administrative Code Rule 247.4101(1)(m).

(b) “senior” means an individual 65 years of age or older. (Agency Note: Number supplied cannot exceed 65 years.) SMART considers a senior to be an individual 65 years of age or older. Some community partnership programs do consider a senior to be of a lesser age.

3. Number of Senior and Individuals with Disabilities in Service Area - Rule 201 (2) (c)

SMART estimates that a total of over 1,200,000 persons fitting the above definitions reside in the agency’s defined service area.

4. Description of Plan Development Process and Local Advisory Council Involvement - Rule 201(2) (e)

SMART developed this plan using the following process: (Agency note: Below is a suggested process description. However, step b. below must be included in any process utilized.)

a. Agency staff drafted a plan, incorporating all information required by R 247.4201 and R247.4202 of the Michigan Administrative Code

b. The draft plan content was reviewed at a meeting of the SMART Local Advisory Council, held on 06/16/2023 wherein the Local Advisory Council was given opportunity to review and comment on the content of the plan. In accordance with Sec. 10e(18)(d) of the Act, all comments on the plan received at this meeting by Local Advisory Council members are contained in a separate section of this plan, below.

c. **A final draft plan was submitted to and approved by SMART’s governing body on XX/XX/XXXX.**

5. Local Advisory Council Composition - Rule 202

SMART’s Local Advisory Council is currently comprised of 9 members, which meets or exceeds the required minimum of three members. In accordance with Rule 202, no member of the Local Advisory Council is an employee, executive committee member, or governing board member of SMART. SMART ensures that at least 50 percent of its Local Advisory Council membership represents persons who are 65 years of age or older and persons who have disabilities within the agency’s defined service area. SMART further ensures that at least one member of its Local Advisory Council (or one of every eight members, whichever is larger) is approved jointly with the area agency on aging. SMART further ensures that its Local Advisory Council membership will include people who have diverse disabilities and the senior who are users of public transportation. SMART’s Local Advisory Council is, at the time of adoption and submission of this plan, composed of the following members:

1. LAC Chairperson Name Frank Cunningham

Leader Dog

AFFILIATION

(name of organization if any)

This Member is a:

- Person with Disabilities
- Person 65 years and older
- Neither of the above groups
- Represents one of the above

- This member is:
- Jointly appointed by the area agency on aging
 - A user of public transportation
 - Neither of the above

2. James K. Cole

N/A

NAME

AFFILIATION

(name of organization if any)

This Member is a:

- Person with Disabilities
- Person 65 years and older
- Neither of the above groups
- Represents one of the above

- This member is:
- Jointly appointed by the area agency on aging
 - A user of public transportation
 - Neither of the above

3. Christopher Ruzzin

MORC

NAME

AFFILIATION

(name of organization if any)

This Member is a:

- Person with Disabilities
- Person 65 years and older
- Neither of above groups
- Represents one of the above

- This member is:
- Jointly appointed by the area agency on aging
 - A user of public transportation
 - Neither of the above

4. Timothy Davis

PEAC

NAME

AFFILIATION

(name of organization if any)

This Member is a:

- Person with Disabilities
- Person 65 years and older
- Neither of above groups
- Represents one of the above

- This member is:
- Jointly appointed by the area agency on aging
 - A user of public transportation
 - Neither of the above

5. Lauren Baker

DNEM

NAME

AFFILIATION

This Member is a:

(name of organization if any)

- Person with Disabilities
- Person 65 years and older
- Neither of above groups
- Represents one of the above

- This member is:
- Jointly appointed by the area agency on aging
 - A user of public transportation
 - Neither of the above

6. Jeffery Astrein

DNEM

NAME

AFFILIATION

This Member is a:

(name of organization if any)

- Person with Disabilities
- Person 65 years and older
- Neither of above groups
- Represents one of the above

- This member is:
- Jointly appointed by the area agency on aging
 - A user of public transportation
 - Neither of the above

7. Ginger Styers

NAME

This Member is a:

- Person with Disabilities
- Person 65 years and older
- Neither of above groups
- Represents one of the above

N/A

AFFILIATION

(name of organization if any)

- This member is:
- Jointly appointed by the area agency on aging
 - A user of public transportation
 - Neither of the above

8. Michael Patten

NAME

This Member is a:

- Person with Disabilities
- Person 65 years and older
- Neither of above groups
- Represents one of the above

N/A

AFFILIATION

(name of organization if any)

- This member is:
- Jointly appointed by the area agency on aging
 - A user of public transportation
 - Neither of the above

9. Brent C Mikulski

NAME

This Member is a:

- Person with Disabilities
- Person 65 years and older
- Neither of above groups
- Represents one of the above

Services to Enhance Potential

AFFILIATION

(name of organization if any)

- This member is:
- Jointly appointed by the area agency on aging
 - A user of public transportation
 - Neither of the above

10. JT Hensley

NAME

This Member is a:

- Person with Disabilities
- Person 65 years and older
- Neither of above groups
- Represents one of the above

Lake Erie Transit

AFFILIATION

(name of organization if any)

- This member is:
- Jointly appointed by the area agency on aging
 - A user of public transportation
 - Neither of the above

11. Mickey Germani

NAME

This Member is a:

Lake Erie Transit

AFFILIATION

(name of organization if any)

- Person with Disabilities
- Person 65 years and older
- Neither of above groups
- Represents one of the above

- This member is:
- Jointly appointed by the area agency on aging
 - A user of public transportation
 - Neither of the above

12. Clark Charnetski
NAME

Area Agency on Aging 1-B
AFFILIATION

- This Member is a:
- Person with Disabilities
 - Person 65 years and older
 - Neither of above groups
 - Represents one of the above

- (name of organization if any)
- This member is:
- Jointly appointed by the area agency on aging
 - A user of public transportation
 - Neither of the above

6. Present Vehicle Inventory – Rule 201 (2) (a)

SMART’s demand response vehicle inventory presently in service is as follows:

- a. Number of demand response vehicles presently in service purchased using Comprehensive Transportation Fund monies = 457
- b. Number of accessible demand response vehicles presently in service purchased using Comprehensive Transportation Fund monies = 457

7. Anticipated Vehicle Inventory – Rule 201 (2) (b)

SMART’s anticipated demand response vehicle inventory is as follows:

- a. Number of demand response vehicles in agency’s anticipated fleet which will be purchased using Comprehensive Transportation Fund monies = 470
- b. Number of accessible demand response vehicles in agency’s anticipated fleet which will be purchased using Comprehensive Transportation Fund monies = 470

SMART is anticipating a service expansion which would increase the number of vehicles. At this time, we do not have a timeline of this expansion.

8. Narrative Summary of Vehicles Requested – Rule 201 (2) (l)

As indicated above, the agency currently operates or plans to operate a total of 470 demand response vehicles. Of these vehicles, the total number that will be fully accessible to seniors and individuals with disabilities is 470 vehicles. The reason for operating or planning to operate this number of accessible vehicles is: Current ridership and to ensure equal response times for those needing an accessible vehicle to those not needing an accessible vehicle.

9. Fare Structure - Rule 201 (2) (d)

SMART's fare structure that is in use for seniors, individuals with disabilities, and the general public for demand response and fixed route service is as follows:

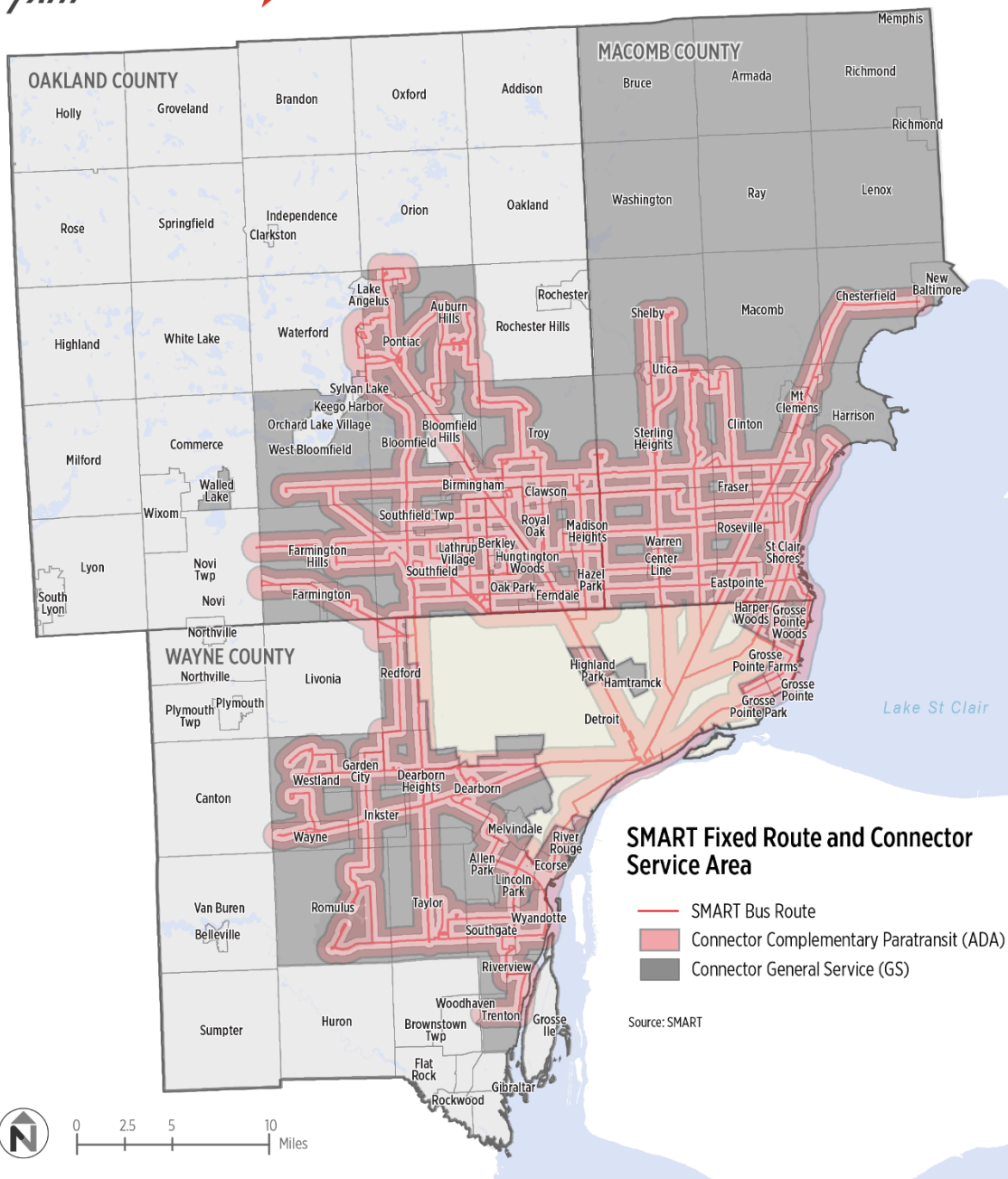
	General Public	Seniors/Disabled Peak	Seniors/Disabled Non-Peak
Demand Response	\$4.00	\$1.00	\$1.00
Fixed Route	\$2.00	\$.50	\$.50

(Agency Note: The example chart above can be modified to reflect local agency service hours, routes, and services. However, agencies must comply with the statutory requirement for preferential fares for individuals with disabilities and persons 65 years of age and older, for off peak periods of service. Preferential fares may not be higher than 50% of the regular 1-way single fare. Refer to the Michigan Transportation Fund Act, MCL 247.660e, Sec. 10e (4) (a) (iii).)

10. Map and Narrative Description of Service Area – Rule 201 (2) (f)

For fixed route and demand-response service, SMART's Service Area is: (describe the jurisdictional or governmental unit service area or the outer limit of service based on street or roadway boundaries. Also describe any exclusions on service within those boundaries for different types of service.)

Refer to the attached map of SMART's service area, depicting SMART's service area and routes.



11. Service Schedule – Rule 201 (2) (g)

SMART Fixed Route buses pick up and drop off at designated bus stops and times. SMART offers different types of service, including major corridor routes which operate 18-20 hours per day 7 days per week, crosstown routes which operate 16-18 hours per day 5-7 days per week, express commuter routes operate 4-6 hours per day 5 days per week, and limited stop routes operate 16-18 hours per day 7 days per week.

Schedules for each route are available in either a printed format or online. All Fixed Route SMART buses are wheelchair accessible, equipped with bike racks and operate on weekdays, with selected routes operating on weekends and holidays.

SMART operates a complementary ADA service which operates the same days and times as our FR schedules. The general service, non-ADA service operates M-F from 6 a.m. to 6 p.m. on a first-come, first serve basis. These rides are generally within a 10-mile radius of the originating location.

12. Schedules in Alternative Formats – Rule 201 (2) (h)

SMART has a contract in place to produce copies of its current service schedule in an alternative format that can be utilized by persons who are blind or have other disabilities.

13. Vehicle Availability On Other Than Regular Service Hours and Days – Rule 201 (2) (i)

SMART (does not) make demand-response service vehicles available for use during hours or days other than regular service hours and days. SMART confirms that accessible transit vehicles are available for use by the senior and individuals with disabilities to the same extent as the general public.

14. Advance Requests for Demand Actuated Service – Rule 201 (2) (j)

SMART (does) require that the senior, people with disabilities, and the general public must make an advance request to obtain demand response service. The required advance request time period is up to 14 days in advance for ADA reservations, up to 6 business days in advance for non-ADA medical general service trips, and up to 2 business days in advance for non-ADA, non-medical general service trips.

15. Constraints on Capacity and Restrictions on Trip Purpose – Rule 201 (2) (k)

SMART provides service to all non-ADA customers unless a capacity constraint, or a ride request outside of the service area or service window: SMART does not restrict trips for ADA rides which meet the ADA compliance standards.

16. Local Advisory Council Comments on this Plan – Rule 201(2) (m)

SMART's Local Advisory Council members made the following comments about this plan: No comments were received.

17. Agency Response to Local Advisory Council Comments on the Plan – Rule 201 (2) (n)

SMART made the following response to its Local Advisory Council regarding the above comments: No comments were received.

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorization to Award a Contract for SaaS Management Consulting, Training & Software

- Whereas, The Suburban Mobility Authority for Regional Transportation (SMART) has a need to purchase SaaS Management Consulting, Training & Software ; and
- Whereas, SMART has a need for IT Management Consulting, Training, and the solution needs Software as a Service platform that has a mobile APP to support 300+ end-users and 12 agents. The solution will also address the following key concerns: User information, Incident Management, Assets Tracking, and various IT supports for a five-year period; and
- Whereas, Request for Proposals for SaaS Management Consulting, Training & Software advertised and competitive proposals were received; and
- Whereas, The project was published on MITN and two responses to the solicitation were received. The proposals were evaluated by the IT department according to the evaluation criteria published in the solicitation document. Additional information was needed and submitted. It was determined that the proposal submitted by Softchoice Corp. was both responsive and responsible being the most advantageous to SMART with price and experience considered; and
- Whereas, the purchase for this project in the amount of \$ 279,354.00 is fully funded with Federal and State grants MI-2022-048 (5307) Project 42770 State Grant 2022-0138 P9; and
- Whereas, The Director of Finance is satisfied that Softchoice Corp. has the potential to perform under the contract terms and conditions; and
- Whereas, The EEO Department is satisfied that Softchoice Corp. 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 the purchase of the SaaS Management Consulting, Training & Software in the amount of \$ 279,354.00 to Softchoice Corp.

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 July 27, 2023.

Date

Board Secretary

No. _____

<u>General & Vehicle Liability</u>	<u>General Corporate</u>	<u>Workers' Compensation</u>	<u>Labor & Employment</u>	<u>Matters Related to 49 U.S.C 5333(b)</u>
Driggers, Schultz & Herbst	Driggers, Schultz & Herbst	Driggers, Schultz & Herbst	Driggers, Schultz & Herbst	Garan Lucow Miller, P.C.
Novara Tesija Catenacci McDonald & Baas PLLC	Zausmer, P.C.	Novara Tesija Catenacci McDonald & Baas PLLC	Butzel Long, A Professional Corporation	
Zausmer, P.C.	Vandever Garzia, P.C.	Vandever Garzia, P.C.	Zausmer, P.C.	
Vandever Garzia, P.C.	Garan Lucow Miller, P.C.	Lacey & Jones, LLP	Garan Lucow Miller, P.C.	
Ward, Anderson, Porritt, Bryant, Lord & Zachary (WAPBLZ)	Plunkett Cooney			
Garan Lucow Miller, P.C.				
Plunkett Cooney				

FUNDING & COSTS:

Funding for this service is available through the Authority's general fund.

The contract costs are summarized as follows:

Description	Cost
Outside Legal Services for Five (5) Legal Practice Areas Three-year Contract	\$6,600,000.00
Outside Legal Services for Five (5) Legal Practice Areas Option Year One; Expected 7% Increase	\$2,354,000.00
Outside Legal Services for Five (5) Legal Practice Areas Option Year Two; Expected 7% Increase	\$2,518,780.00
Total Max	\$11,472,780.00

ATTACHMENTS:

- Resolution
- Score Sheets for Five (5) Legal Practice Areas

/CJB

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorization for the General Manager to Award a Contract for Outside Legal Services for Five (5) Legal Practice Areas

- Whereas, The Legal Counsel at SMART requires outside legal services for five (5) legal practice areas; and
- Whereas, A Request for Proposal (RFP) was advertised and published on Michigan Intergovernmental Trade Network (MITN). Twelve (12) proposals were received; and
- Whereas, An evaluation and selection committee was appointed by the Deputy General Manager that evaluated ten (10) proposals according to the criteria in the RFP; and
- Whereas, The proposals submitted by Driggers Shultz & Herbst, Novara Tesija Catenacci McDonald & Baas PLLC, Zausmer, P.C., Vandever Garzia, P.C., Ward Anderson Porritt Bryant Lord & Zachary, Garan Lucow Miller, P.C., Plunkett Cooney, Lacey & Jones, LLP, and Butzel Long, A Professional Corporation were determined to be most advantageous to SMART with price and other specified evaluation factors being considered. Price was determined to be fair and reasonable; and
- Whereas, Adequate funding is available in the Authority's general fund; and
- Whereas, The Vice President of Finance is satisfied that the selected law firms have the potential to perform under the terms and conditions of the contract; and
- Whereas, The EEO Department is satisfied that selected law firms are 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 three-year contract for an amount not to exceed \$6,600,000.00 to the selected law firms, with two-one-year renewal options, option year one at an amount not to exceed \$2,354,000.00 and option year two at an amount not to exceed \$2,518,780.00; for a total amount not to exceed \$11,472,780.00 for Outside Legal Services for Five (5) Legal Practice Areas.

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 July 27, 2023.

Date

Board Secretary

No. _____

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorization to Award a Contract for Circuit Board Repair

- Whereas, The Suburban Mobility Authority for Regional Transportation (SMART) Maintenance department requires a contractor to provide circuit board repair; and
- Whereas, A Request for Quote (RFQ) was advertised and published on Michigan Intergovernmental Trade Network (MITN) for which one proposal was received; and
- Whereas, The sole response submitted by Janek Corporation was determined to be most advantageous to SMART with price and other specified evaluation factors being considered. Price was determined to be fair and reasonable; and
- Whereas, Adequate funding is available in the Authority's general fund; and
- Whereas, The Director of Finance is satisfied that Janek Corporation has the potential to perform under the terms and conditions of the contract; and
- Whereas, The EEO Department is satisfied that Janek Corporation 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 circuit board repair for a three-year contract with two, one-year option renewals for a total of \$150,000.00.

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 July 27, 2023.

Date

Board Secretary

No. _____

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorization to Award a Contract for Painting and Power Washing Service

- Whereas, SMART owns maintenance facilities that require maintenance and repairs, including painting, as required; and
- Whereas, A Request for Proposal (RFP) was advertised and published on Michigan Intergovernmental Trade Network (MITN). Two proposals were received; and
- Whereas, The proposal submitted by Decima LLC was determined to be most advantageous to SMART with price and other specified evaluation factors being considered. Price was determined to be fair and reasonable; and
- Whereas, Adequate funding is available in the Authority's general fund; and
- Whereas, The Vice President of Finance is satisfied Decima LLC has the potential to perform under the terms and conditions of the contract; and
- Whereas, The EEO Department is satisfied that Decima LLC 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 three-year contract for an amount not to exceed \$240,000.00 to Decima LLC for Painting and Power Washing Service. There are 2 - 1 (one) year renewal options estimated not to exceed \$80,000.00 per year. If all option years are renewed the total cost would be \$400,000.00 total for the five years.

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 July 27, 2023.

Date

Board Secretary

No. _____