



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

Board of Directors Meeting

April 28, 2022



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: April 28, 2022

CHAIRPERSON, MS. VICKI WOLBER

VICE-CHAIRPERSON, MS. HILARIE CHAMBERS

MR. ABDUL HAIDOUS

MR. ROYCE MANIKO

MR. KHALIL RAHAL

MR. BRET RASEGAN

MR. JOHN PAUL REA

Tiffany Martin-Patterson, SMART Board Secretary



**SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION
BOARD OF DIRECTORS MEETING
THURSDAY, APRIL 28, 2022
2:00 PM**

AGENDA

<u>ITEM:</u>	<u>ACTION:</u>	<u>PRESENTED BY:</u>
1. Call to Order		Hilarie Chambers
A) Pledge of Allegiance		
2. Roll Call		Tiffany Martin
3. Adoption of Agenda	Approval	Hilarie Chambers
4. Certification of Public Notice	Information	Tiffany Martin
5. Minutes		
A) Board Meeting Minutes for March 24, 2022	Approval	Hilarie Chambers
6. Public Participation	Discussion	Hilarie Chambers
7. Chairperson's Report	Information	Hilarie Chambers
8. General Manager's Report	Information	Dwight Ferrell
A. <i>Compensation Study</i>		
B. <i>Re-Organization of SMART</i>		
C. <i>Status of Hiring Efforts</i>		
D. <i>Flex Update</i>		
9. New Business		
A. Information: Litigation Settlements	Information	Ron Beier <i>General Counsel</i>
B. Resolution: CRRSAA Act Program of Projects – Revised	Approval	Robert Cramer <i>Deputy GM</i>
C. Resolution: Contract Amendment and Increased Project Authorization to Increase Towing Rates for Boulevard & Trumbull	Approval	Robert Cramer <i>Deputy GM</i>
D. Resolution: Contract Amendment and Increased Project Authorization to Increase Hourly Rate for River North Transit (Via)	Approval	Robert Cramer <i>Deputy GM</i>

- | | | | |
|-----|--|------------|--|
| E. | Resolution: Authorization to approve a Revenue Contract Extension with AT&T for Tower Lease | Approval | Melvin Evans
<i>Manager of IT</i> |
| F. | Resolution: Authorization to Award a contract for StrataGen Mobile Data Terminals (MDT) Hardware & Software | Approval | Melvin Evans
<i>Manager of IT</i> |
| G. | Resolution: Authorization the to Award a Contract for Barrel & Sludge/Wastewater Removal and Disposal Service | Approval | Le Juan Burt
<i>Interim Director of Maintenance</i> |
| H. | Resolution: Authorization for Purchase Order Change Action (POCA) #1 Propane Auto Gas for the Connector Fleet | Approval | Le Juan Burt
<i>Interim Director of Maintenance</i> |
| I. | Resolution: Authorizing the General Manager to Award a Contract for Propane Auto Gas for Connector Fleet | Approval | Le Juan Burt
<i>Interim Director of Maintenance</i> |
| J. | Resolution: Authorization to Approve a Purchase Order Change Action (POCA) #2 & #3 for the Oakland Terminal Bus Charging Station Project | Approval | Mike Walter
<i>Facilities Project Manager</i> |
| K. | Resolution: Authorization to Award a Contract for Magnetic Tickets, Passes & 31 Day DART Tap Card | Approval | Ryan Bryne
<i>Director of Finance</i> |
| 10. | Board Member Business | Discussion | Hilarie Chambers |

Adjournment



Suburban Mobility Authority for Regional Transportation

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PUBLIC NOTICE

SMART will hold the April 28, 2022 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.

Virtual attendance is strongly encouraged, and full public participation is still available via Zoom.

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

- Mask wearing is encouraged. Please respect anyone needing or choosing to wear one.
- Passing a temperature check and a complete health screening questionnaire are required prior to entering the Board room.

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, or virtually/via 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#

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.

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 – March 22, 2022

A meeting of the Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART) was held on Thursday March 22, 2022 at 2:05 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	Ms. Vicki Wolber
Vice-Chairperson	Ms. Hilarie Chambers
	Mr. Abdul Haidous
	Mr. Royce Maniko (<i>via Zoom</i>)
	Mr. Bret Rasegan
	Mr. John Paul Rea

Absent Board Members: Mr. Khalil Rahal

SMART General Manager: Mr. Dwight Ferrell

SMART Board Secretary: Ms. Tiffany Martin-Patterson

SMART Staff Present:

- Ms. Truvae Adams
- Mr. Brandon Adolph
- Ms. Melinda Arndt
- Ms. Laura Bieniek
- Mr. Ryan Byrne
- Ms. Sabrina Clay
- Mr. Robert Cramer
- Mr. Andrew Dodt
- Mr. Melvin Evans
- Mr. Dustin Hagfors
- Ms. Melissa Hightower
- Mr. Dana Hilthon
- Mr. Kevin Hobson
- Ms. Lynette Hurt
- Ms. Carol Jones
- Ms. Angie Kelley
- Ms. Nicole Mack
- Ms. Laila Malki
- Ms. Anika Parker

Ms. Jacqueline Payne
Mr. Konner Petz
Ms. Nichole Peters
Ms. Michele Pollock
Ms. Sara Price
Mr. Sean Riopelle
Ms. Shana Shore
Ms. Madonna Van Fossen
Mr. Mark Watson
Ms. Patty Wailing
Ms. Dea Weathers
Mr. D'Andrae Whitley
Ms. Jackie Wilcoxson

Public Registered:

Mr. Gary Bogaslowski
Theresa Caparaotta
Ms. Janet Jones-Gray
Ms. Safiya A. Khalid
Ms. Tara Morgan
Mr. Robert Palowski
Ms. Thomas Yazback

1. Call to Order

A) Pledge of Allegiance

2. Roll Call

Present: Chairperson Ms. Vicki Wolber, Vice-Chairperson Ms. Hilarie Chambers, Mr. Abdul Haidous, Mr. Bret Rasan, Mr. John Paul Rea, and Mr. Royce Maniko (*via Zoom*)

Absent: Mr. Khalil Rahal

A quorum was present.

3. Adoption of Agenda

MOTION: Moved by Ms. Hilarie Chambers, seconded by Mr. John Paul Rea, to approve the agenda for the March 22, 2022 Board meeting.

DISCUSSION

None

VOTE: THE MOTION CARRIED.

4. Public Notice and Rules of Order

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

5. Minutes

A. Board Meeting Minutes for February 24, 2022

MOTION: Moved by Mr. John Paul Rea, seconded by Ms. Hilarie Chambers, to approve the Board meeting minutes for February 24, 2022.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

6. Public Participation

Chairperson Ms. Vickie Wolber declared the meeting open for Public Participation.

- Ms. Theresa Caparaotta
- Ms. Janet Jones-Gray
- Ms. Safiya A. Khalid
- Mr. Robert Palowski
- Mr. Thomas Yazback
- Mr. Steven

7. Chairperson's Report

DISCUSSION:

None

8. General Manager's Report

Dwight Ferrell, General Manager informed the Board of the following:

- Mr. Ferrell met with Congresswoman Hailey Stevens & Senator Gary Peters.
- \$1.8 billion in Funding is available for public transportation.
- Grants for training mechanics on SMART's new electric busses & future technology.
- Assistance with employee student loans.
- Meet with Berline Marketing regarding recruitment for Operators, Bus Cleaners and Mechanics.

Taxing authorities (past millage):

- Macomb – County-wide via County Bd of Comm
- Oakland – OCPTA on behalf of member communities
- Wayne – WCTA on behalf of member communities
- Taxing authority millage steps
- August Primary – Ballot language approved and to County Clerks by May 10, 2022
- November General – Ballot language approved to County Clerks by August 16, 2022

Mr. Ferrell presented 25 Year Service Certificates to the following employees:

- Mr. Marcus Davenport
- Ms. Jacqueline Payne
- Mr. Andrew Dodt

9. New Business

A. **Resolution: Authorization for a Purchase Order Change Action (POCA) #2 for LETC Monroe City Hall Transfer Station Project**

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 approve POCA #2 in the amount not to exceed \$58,937.00 to LaSalle Construction Services.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

B. **Resolution: Authorization to Award a Two-Month Contract Extension for TPA for Sickness and Accident Program, Short Term Disability Insurance Service**

MOTION: Moved by Mr. Abdul Haidous, seconded by Mr. Bret Rasegan, that the General Manager of Suburban Mobility Authority for Regional Transportation is hereby authorized to Award a Contract Extension for TPA for Sickness and Accident Program, Short Term Disability Insurance services starting April 1, 2022 through May 31, 2022 for an amount not to exceed \$7,000 to Hartford Financial Services Group, Inc.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

C. Resolution: Authorization for Purchase Order Change Action (POCA #2) for Micro Transit Pilots

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Bret Rasegan, that the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve a POCA #2 in the amount not to exceed \$2,750,000.00 to VIA Transportation dba North River Transportation LLC.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

D. Resolution: Interlocal Agreement

MOTION: Moved by Mr. Bret Rasegan, seconded by Mr. Abdul Haidous, that SMART is hereby authorized to enter an 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 in Pontiac and Troy.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

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

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 award a one-year Contract with one-year renewal option for a total amount not to exceed \$140,000.00 for Office Supplies and Office Related Products to Staples Contract & Commercial Inc.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

F. Resolution: Authorization to Award a One-Time Purchase of Heavy-Duty Diagnostic Scanners

MOTION: Moved by Mr. Bret Rasegan, seconded by Ms. Hilarie Chambers, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a one-time purchase in the amount not to exceed \$53,970.00 for Heavy Duty Diagnostic Scanners to Capital Acquisitions LLC.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

G. Resolution: Authorizing the General Manager to Approve the Revised Cost for Wide Area Network (WAN)

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Abdul Haidous, that General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve a three-year contract for the SD WAN project in the amount not to exceed \$289,372.00 with two one-year renewal options in the amount not to exceed \$110,352.00 to Crown Castle. The total cost for five years is \$510,076.00

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

H. Resolution: Authorization for Purchase Order Change Action #1 Additional Hardware Services for the Computer Network Hardware and Software Project

MOTION: Moved by Mr. Abdul Haidous, seconded by Mr. Mr. John Paul Rea, that General Manager of Suburban Mobility Authority for Regional Transportation is hereby authorized to approve POCA # 1 in the amount not to exceed \$127,812.00 to Amerinet.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

I. Resolution: Budget Amendment to the FY2021/22 General Operation Budget – Micro Transit Service Expansion

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 approves the budget amendment outlined in the Director of Finance communication to the Board dated 3/23/2022 and hereby increases the line items as follows:

Revenues – NEW \$44,120

Expenses – Various \$44,120

and authorizes the Director of Finance to reclassify FY21/22-line item Operating appropriation.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

J. Resolution: Authorization to Appoint the 2022-2023 Budget Committee of the SMART Board of Directors

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Mr. Abdul Haidous that the Board of Directors of the Suburban Mobility Authority for Regional Transportation, hereby approves the appointment of the Budget Committee for the 2022-23 term.

The SMART Board Chairperson appointed:

1. Mr. Khalil Rahal, Wayne County
2. Mr. Bret Rasegan, Oakland County
3. Mr. John Paul Rea

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

10. Board Member Business

DISCUSSION:

None

Adjournment

There being no further business to come before the Board, upon motion made by Mr. John Paul Rea, seconded by Mr. Bret Rasegan, and unanimously carried, the meeting adjourned at 3:05 PM.

Respectfully submitted,

Tiffany Martin-Patterson

Tiffany Martin-Patterson
Secretary to the Board of Directors



agenda item

DATE: April 28, 2022 DISPOSITION SOUGHT: Board Approval
TO: SMART Board of Directors SUBMITTED BY: Director of Finance
FROM: Director of Finance APPROVED BY: Deputy GM

SUBJECT: CRRSAA Act Program of Projects – Revised

RECOMMENDATION:

That the Board approve the proposed Revised Program of Projects for federal Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) funding.

DISCUSSION:

The SMART Board of Directors previously approved a CRRSAA Program of Projects in August, 2021, which dedicated 100% of the funding to support operating assistance. The revised program of projects reduces the overall amount by \$1,073,107, to a new total of \$17,566,709 and reassigns a required 1.75% of the new total for capital security projects (per FTA). The 1.75% for Security and Safety improvement projects allows the Authority to better document our compliance with regulatory requirements of the CRSSA grant.

This change is to support the FTA, RTA, and our partners at M-1 Rail by allowing a portion of SMART’s CRRSAA allocation to be transferred to the QLine – with an equal offsetting increase in the American Rescue Plan (ARP) allocation from RTA to SMART (with a POP discussed and recommended to the Board at a later date).

This revised POP also adds the \$169,018 in Lake Erie Transit CRRSA funding to the Program of Projects, all of which will be used to support Operating Expenses. Obligating the CRRSAA funding for SMART operating expense ensures our ability to operate service. Further federal funds in the American Rescue Plan (ARP) will be handled at a later date.

ATTACHMENT

1. Resolution
2. REVISED CRRSAA Program of Projects April 28, 2022

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Approval of REVISED CRRSAA Program of Projects

- 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. 5307 as amended; and
- Whereas, The Program of Projects for FY 2022 Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) funding includes operating financial assistance; and
- Whereas, The Regional Transit Authority (RTA) approved the funding levels proposed for this Program of Projects by RTA Board Resolution on February 24, 2021, and has asked SMART to reduce the total amount by \$1,073,107, to a new total of \$17,566,709 in lieu of an offsetting increase to the American Rescue Plan allocation to SMART; and
- Whereas, FTA has determined that SMART is required to spend a minimum of 1.75% of the CRRSAA funding on capital security projects, which is now reflected in the revised Program of Projects; and
- Whereas, Lake Erie Transit has been allocated \$169,018 through the Toledo OH-MI Urbanized Area funding and is included in the revised 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 Suburban Mobility Authority for Regional Transportation is hereby authorized to submit the REVISED Program of Projects for CRRSA Act funding to FTA in compliance with the requirements of 49 U.S.C. Section 5307, as amended.

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.

Date

Board Secretary

No.

FY2021 5307 CRRSA Act

Program of Projects

Revised April 28, 2022

Additional details of the projects can be found on file with SMART by request.

Project Description	FY Funding	Recipient	Recipient Status	Adoption Date	Category	FTA Amount	STATE Amount	Local Recipient	Total Project Cost
Operating - SMART	2022	SMART	Public		A	17259292	0	0	17259292
Total Operating						\$ 17,259,292			\$ 17,259,292
Capital - Security & Safety Projects	2022	SMART	Public		A	307417	0	0	307417
Total Capital						\$ 307,417			\$ 307,417
Grand Total - SMART						\$ 17,566,709			\$ 17,566,709
Operating- LETC	2022	LETC	Public		A	169018	0	0	169018
Total Operating						\$ 169,018			\$ 169,018
Grand Total - LETC						\$ 169,018			\$ 169,018

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

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

- 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.

Date

Board Secretary

No.

**FIRST AMENDMENT TO THE
TOWING SERVICES: FIXED, CONNECTOR & SUPPORT VEHICLES AGREEMENT
BETWEEN
SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION (SMART)
AND
BOULEVARD & TRUMBULL TOWING, INC.**

This First Amendment (“Amendment”) is made and entered into by and between Suburban Mobility Authority for Regional Transportation (“SMART”), an entity organized under the provisions of Act 204 of the Public Acts of 1967, as amended, and Boulevard & Trumbull Towing, Inc. (“Contractor” and, together with SMART, the “Parties”). The Parties entered into an agreement for Towing Services: Fixed, Connector & Support Vehicles dated April 1, 2020 (“Agreement”). Upon execution of this Amendment, the Parties agree to modify the Agreement as follows:

Effective April 29, 2022 and ending March 31, 2023, the rates as set forth in Sections 3.01A, 3.01B and 3.01C of Section 3.01 of the Agreement shall be amended to the following:

3.01A Fixed Route Buses, Flat charge Per Service

When a fixed route vehicle requires a tow, the Contractor is to use a conventional tow. When a disabled vehicle is damaged in such a way that will not allow a conventional tow, a flatbed tow is to be utilized.

Tow, flat charge, using a conventional tow vehicle.	\$250.00
Tow, flat charge, a flatbed tow vehicle	\$250.00

3.01B Connector Buses, Flat charge Per Service

When a connector vehicle requires a tow, the Contractor is to use a conventional tow. When a disabled vehicle is damaged in such a way that will not allow a conventional tow, a flatbed tow is to be utilized.

Tow, flat charge, using a conventional tow vehicle.	\$154.00
Tow, flat charge, a flatbed tow vehicle	\$154.00

3.01C Cars, Sport Utility Vehicles, and All Other Vehicles, Flat charge Per Service

When a fleet vehicle requires a tow, the Contractor is to use a conventional tow. When a disabled vehicle is damaged in such a way that will not allow a conventional tow, a flatbed tow is to be utilized.

Tow, flat charge, using a conventional tow vehicle.	\$122.00
Tow, flat charge, a flatbed tow vehicle	\$122.00

All terms and conditions of the Agreement shall govern this Amendment and are incorporated by reference. Except as expressly provided herein, all terms and conditions of the Agreement remain

unchanged. Capitalized terms used but not defined herein have the meanings set forth in the Agreement.

Waiver of any breach of this Amendment shall not be construed as a continuing waiver of other breaches of the same or other provisions of this Amendment or the Agreement. This Amendment shall be governed by the laws of the State of Michigan.

The Parties acknowledge and agree that this Amendment may be executed by electronic signature, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature. The Parties agree that the electronic signatures appearing on this Amendment are the same as handwritten signatures for the purposes of validity, enforceability and admissibility. Without limitation, "electronic signature" shall include faxed versions of an original signature or electronically scanned and transmitted versions (e.g., via .pdf) of an original signature.

The Parties acknowledge that they have read and understand this Amendment and that the signatories below have affixed their signatures and affirmed that they are authorized to execute this Amendment, for the purpose of binding their respective Principals.

IN WITNESS WHEREOF the Parties have executed this Amendment by their properly authorized signatories:

BOULEVARD & TRUMBULL TOWING, INC.

SUBURBAN MOBILITY
AUTHORITY FOR REGIONAL
TRANSPORTATION (SMART)

By:
Its:

By: Dwight Ferrell
Its: General Manager

Date: _____

Date: _____

DATE: April 28, 2022 DISPOSITION SOUGHT: Board Approval
TO: SMART Board of Directors SUBMITTED BY: Director of Finance
FROM: Director of Finance APPROVED BY: Deputy GM

SUBJECT: Contract Amendment and Increased Project Authorization to Increase Hourly Rate for River North Transit (Via)

RECOMMENDATION:

That the Board approve a contract amendment and increased project authorization to increase the hourly service rate charged by Via for operation of the SMART Flex service. The increased rate is to help offset a portion of several extraordinary cost factor increases related to global volatility including insurance, fuel and vehicle costs, and labor rates to ensure adequate staffing. The proposed increase from \$44.55 to \$47.90 per hour represents an increase of 7.5%.

DISCUSSION:

The SMART Board of Directors approved a contract for Microtransit on-demand pilot service with Via in December 2020. The service has grown steadily since it was launched in March 2021, and the Board has supported an expansion of areas, increased supply of driver hours, and conversion of the QuickConnect pilot zone to Via operated SMART Flex.

Via reached out to SMART with a request for an increase of over \$10.00/hour to respond to extreme changes in a number of cost factors that make up their hourly service rate billed to SMART. After negotiations between SMART and Via about those factors and a solution that could be presented to the Board for consideration, staff recommends the approval of a contract amendment to increase the hourly rate starting May 1 by \$3.35 per vehicle service hour, to \$47.90 per vehicle service hour.

The increase is to offset the costs related to several key factors:

1. Driver Labor – Via has had to increase their hourly rates for drivers approximately 8% this year, in line with inflation, in order to meet the supply needed to operate the service.
2. Vehicle Costs – The average costs for fuel have increase an average of \$2/gallon since launch, which directly translates to approximately \$1/hour increase in operating costs.
3. Technology Support – Third-party technology providers that are integral to Via’s systems used in operation of SMART Flex have all increased their costs significantly over the past year.

Via has been a great partner in implementing our pilot service so far. Staff recommends the Board approve the rate increase to share some of the additional costs of operating that could not have been anticipated at time of the bid due to the extraordinary circumstances of the last two years.

FUNDING:

The rate increase, assuming the maximum hours authorized for the remainder of the base term, will cost up to an additional \$436,000. If the option year is exercised by SMART and the maximum hours are operated for the entire option year, the increased cost would be \$653,250. The attached resolution would approve the contract amendment and increase the maximum authorization for the base and option years.

ATTACHMENT

1. Resolution
2. Contract Amendment #1

RESOLUTION

Approval of Contract Amendment and Increased Project Authorization
to Increase Hourly Rate for River North Transit (Via)

- Whereas, The SMART Board of Directors approved contracting with River North Transit for microtransit on-demand pilot services currently underway; and
- Whereas, River North Transit has provided a request and rationale for extraordinary circumstances leading to significant increase in costs to provide the SMART Flex service, especially including labor, fuel, and technology costs and seeks a fee increase to help offset a portion of those costs; and
- Whereas, SMART staff has analyzed the request and factors, negotiated a contract amendment that includes a smaller increase of 7.5% for the remainder of the contract term; and
- Whereas, The adopted price increase requires an increase in the project authorization of up to \$436,000 for the remaining eight months of the base term and up to \$653,250 for the entire lone option year, if exercised by SMART; and
- Whereas, Additional funding to cover the increase will need to be included in the FY 2023 and subsequent budget years; 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 hourly rate with River North Transit (Via), with an increased project authorization not to exceed an additional \$436,000 for the remainder of the base term and not to exceed an additional \$653,250 if SMART exercises the lone option year.

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.

Date

Board Secretary

No.

**FIRST AMENDMENT TO THE
MICROTRANSIT SERVICE PILOTS AGREEMENT
BETWEEN
SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION (SMART)
AND
RIVER NORTH TRANSIT, LLC (VIA)**

This First Amendment (“Amendment”) is made and entered into by and between Suburban Mobility Authority for Regional Transportation (“SMART”), an entity organized under the provisions of Act 204 of the Public Acts of 1967, as amended, and River North Transit, LLC (Via) (“Vendor” and, together with SMART, the “Parties”). The Parties entered into an agreement for MicroTransit Service Pilots dated December 16, 2020 (“Agreement”). Upon execution of this Amendment, the Parties agree to modify the Agreement as follows:

Effective May 1, 2022, the Fully Loaded Cost / Vehicle Hour (“Rate”) as stated in Section 3.01 of the Agreement shall be increased from the amount of Forty-four and 55/100 Dollars (\$44.55) per hour to Forty-seven and 90/100 Dollars (\$47.90) per hour. This Rate shall remain in effect through the end of the term of the Agreement subject to amendment upon mutual written agreement of the Parties. This Rate will continue to be in effect should SMART exercise its Option as set forth in the Agreement subject to amendment upon mutual written agreement of the Parties.

All terms and conditions of the Agreement shall govern this Amendment and are incorporated by reference. Except as expressly provided herein, all terms and conditions of the Agreement remain unchanged. Capitalized terms used but not defined herein have the meanings set forth in the Agreement.

Waiver of any breach of this Amendment shall not be construed as a continuing waiver of other breaches of the same or other provisions of this Amendment or the Agreement. This Amendment shall be governed by the laws of the State of Michigan.

The Parties acknowledge and agree that this Amendment may be executed by electronic signature, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature. The Parties agree that the electronic signatures appearing on this Amendment are the same as handwritten signatures for the purposes of validity, enforceability and admissibility. Without limitation, “electronic signature” shall include faxed versions of an original signature or electronically scanned and transmitted versions (e.g., via .pdf) of an original signature.

The Parties acknowledge that they have read and understand this Amendment and that the signatories below have affixed their signatures and affirmed that they are authorized to execute this Amendment, for the purpose of binding their respective Principals.

IN WITNESS WHEREOF the Parties have executed this Amendment by their properly authorized signatories:

RIVER NORTH TRANSIT, LLC (VIA)

SUBURBAN MOBILITY
AUTHORITY FOR REGIONAL
TRANSPORTATION (SMART)

By:
Its:

By: Dwight Ferrell
Its: General Manager

Date: _____

Date: _____

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION RESOLUTION

RESOLUTION

Authorizing the General Manager to Approve a Purchase Order Change Action (POCA) #3 for the Financial Audit Services Contract

- Whereas, The Suburban Mobility Authority for Regional Transportation (SMART) is requesting a Purchase Order Change Action for additional financial audit services; and
- Whereas, A POCA #3 submitted in the amount not to exceed \$1,050.00 is needed by the Finance Department to cover additional time incurred for financial statement audit for the Fiscal Year of 2021. Pricing has been determined fair and reasonable; and
- Whereas, Funding for POCA #3 will be funded via Operating Funds; and
- Whereas, The Director of Finance is satisfied that Plante & Moran has performed under the contract terms and conditions; and
- Whereas, The EEO Department is satisfied that Plante & Moran 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 General Manager of Suburban Mobility Authority for Regional Transportation is hereby authorized to approve POCA #3 in the amount not to exceed \$1,050.00 to Plante & Moran.

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 April 28, 2022.

Date

Board Secretary

No. _____

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorizing the General Manager to approve a Contract Extension for with AT&T for Tower Lease

- Whereas, SMART has a revenue contract with AT&T Wireless since May 1997 for tower lease at the Wayne terminal. The contract expires on May 22, 2022; and
- Whereas, The contract extension will with AT&T will start May 23, 2022 through November 30, 2022 will generate \$6,000 in revenue; and
- Whereas, The Director of Finance is satisfied that AT&T, Inc. has the potential to perform under the terms and conditions of the contract; and
- Whereas, The EEO Department is satisfied that The AT&T 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 General Manager of Suburban Mobility Authority for Regional Transportation is hereby authorized to approve a Contract Extension for Tower Lease with AT&T starting May 23, 2022 through May 22, 2022. The contract extension will generate \$6,000 in revenue.

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 24, 2022.

Date

Board Secretary

No. _____



Crown Castle
301 North Cattlemen Road, Suite 200
Sarasota, FL 34232

April 28, 2022

SMART
Attn: Dwight Ferrell, General Manager
535 Griswold Street, Suite 600
Detroit, MI 48226

RE: Lease Agreement for property located at Wayne Terminal, 30008 N. Industrial Dr.,
Inkster, MI 48141; Crown Castle Business Unit No. 843352

Dear Mr. Ferrell,

This letter agreement (“Letter Agreement”) sets forth the terms of the agreement between NCWPCS MPL 27 – Year Sites Tower Holdings LLC, a Delaware limited liability company, by and through CCATT LLC, a Delaware limited liability company, its Attorney in Fact (“Company”), and the Suburban Mobility Authority for Regional Transportation (“SMART”) to extend that certain Option and Site Lease Agreement originally between SMART and AT&T Wireless PCS, Inc., a Delaware corporation, acting by and through its agent, Wireless PCS, Inc. d/b/a AT&T Wireless Services, as predecessor in interest to the Company, last executed on April 2, 1997 (as assigned, the “Lease”), for property located at the address above (the “Site”).

The Lease will expire on May 22, 2022. SMART requires additional time to complete the Request for Proposal (“RFP”) process. For that reason, the parties agree that the Company may remain on the Site and continue to operate under the terms of the Lease and do hereby extend the term of the Lease until the earlier of (i) an RFP for a new lease has been published and awarded, and the new lease has commenced, or (ii) November 30, 2022. The Lease may be further extended only upon the written agreement of the parties.

If this Letter Agreement accurately sets forth our understanding regarding the foregoing, please so indicate by signing and returning to the undersigned the enclosed copy of this letter.

CC: Michele Pollock,
Interim Procurement Manager

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

SMART
BU 843352
PPAB 7001287v1

SMART:
Suburban Mobility Authority for Regional
Transportation

Company:
NCWPCS MPL 27 – Year Sits Tower
Holdings LLC,
a Delaware limited liability company

By: CCATT LLC,
a Delaware limited liability company,
its Attorney-in-Fact

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Attest:

By: _____

Name: _____

Title: _____

Date: _____



agenda item

DATE: April 28, 2022 DISPOSITION SOUGHT: Board Approval
TO: SMART Board of Directors SUBMITTED BY: General Manager
FROM: Purchasing Department APPROVED BY: Certification Committee

SUBJECT: Authorization to Award a contract for StrataGen Mobile Data Terminals (MDT) Hardware & Software

RECOMMENDATION

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

- for StrataGen MDT Hardware & Software
- to StrataGen Systems, Inc. located at 8271 154th Ave, NE Redmond, WA 98052
- at a total cost of \$243,320.00

DISCUSSION

The StrataGen Systems software was installed in May 2008 to address the need for Computer Aided Dispatch (CAD) and Automatic Vehicle Location (AVL) for the Connector fleet. The software system is used by the Transportation Department for scheduling, dispatch, and communications for connector services. The StrataGen communication system requires an upgrade to LTE 4G to connect to the cellular network. The MDT equipment needs to be installed in the connector buses before July 1, 2022.

PROCUREMENT PROCESS

Procurement Method: Sealed Bid Proposal Quotes Sole Source

Rationale for award: The StrataGen upgrade hardware and software can only be purchased from the sole owner StrataGen Systems Inc. Procurement determined the purchase can only be made from one source meets the sole source procurement method. Therefore, the purchase of StrateGen upgrade hardware and software is authorized as non-competitive for the following reasons allowed by FTA:

- FTA Circular 4220.1F "... Procurement by noncompetitive proposals may be used only when the award of a contract is infeasible under small purchase procedures, sealed bids...and at least one of the following circumstances apply: (a) The items is available only from a single source.

FUNDING & COSTS:

The purchase is funded via: Project 40840 Federal Grant MI-2018-018 (5307) State Grant 2017-0130 P11

The contract costs are summarized as follows:

Description	Cost
Purchase & Installation of StrataGen MDT Hardware & Software	\$243,320.00
Total MAX	\$243,320.00

ATTACHMENTS:

- Resolution
- StrataGen Price Page

/CJB

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorizing the General Manager to Award a Contract for StrataGen Mobile Data Terminals (MDT)
Hardware & Software

- Whereas, SMART's current radio/vehicle location system was implemented in 2007. The communication system requires an upgrade to LTE 4G to connect to the cellular network; and
- Whereas, The StrataGen MDT Hardware & Software is necessary to replace MDT Units in order to implement upgrades to 4G devices for the Connector Buses and can only be purchased from a sole owner, StrataGen Systems, Inc; and
- Whereas, Procurement determined the purchase can only be made from one source meets the sole source procurement solicitation. Therefore, the purchase and installation of StrataGen hardware and software is authorized as non-competitive allowed by the FTA. Price was determined fair and reasonable; and
- Whereas, The project is funded via Project 40840 Federal Grant MI-2018-018 (5307) State Grant 2017-0130 P11; and
- Whereas, The Director of Finance is satisfied that StrataGen Systems, Inc. has potential to perform under the contract terms and conditions; and
- Whereas, The EEO Department is satisfied that StrataGen Systems, 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 in the amount not to exceed \$243,320.00 for StrataGen MDT Hardware & Software to StrataGen 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 April 28, 2022.

Date

Board Secretary

No. _____

3.01A Pricing Form

The Offeror hereby offers to furnish to SMART all goods and/or services at the prices as proposed below, pursuant to all requirements, terms, and conditions as stated in the Sole Source Procurement and response.

Rates provided must be inclusive of all costs and fees, including but not limited to those fees imposed by Federal, state, and local governments. **No additional fees will be accepted.**

Pricing shall be valid for 90 days after the sole source solicitation due date.

NAME OF OFFEROR: StrataGen Systems, Inc

Connector MDT Unit Upgrades

QTY	Description	Unit Price	Extended Price
130	mSlate 2 LTE 4G with BT/WIFI	\$ <u>1,100</u>	\$ <u>143,000</u>
130	Vector to mSlate 2 Transition Cable	\$ <u>40</u>	\$ <u>5,200</u>
130	ADEPT Explorer T1D Application	\$ <u>275</u>	\$ <u>35,750</u>
130	Paratransit MDT Firmware	\$ <u>100</u>	\$ <u>13,000</u>
1	Push to Talk Application Dev		\$ <u>40,000</u>
130	Taoglas Antenna	\$ <u>49</u>	\$ <u>6,370</u>

Additional fees and information: _____

***Warranty is 12 Months**

***Provide price breakdown and timeline of software installation as an attachment, or any other documents**

Total Cost \$ 243,320

F.O.B Delivered to:

Attention: Mel Evans

Oakland Terminal

Suburban Mobility (SMART)

2021 Barrett Drive

Troy, MI 48084 US

Estimated Delivery Date/Time June 1st 2022

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorization the General Manager to Award a Contract for Barrel & Sludge/Wastewater Removal and Disposal Service

- Whereas, The maintenance facilities at all SMART locations require barrel & sludge/wastewater removal and disposal services; and
- Whereas, A Request for Proposal (RFP) was advertised and published on Michigan Intergovernmental Trade Network (MITN). Two proposals were received; and
- Whereas, An evaluation and selection committee was appointed by the General Manager evaluated the two proposals according to the criteria in the RFP; and
- Whereas, The proposal submitted by Birks Works Environmental 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 Director of Finance is satisfied that Birks Works Environmental LLC has the potential to perform under the terms and conditions of the contract; and
- Whereas, The EEO Department is satisfied that Birks Works Environmental 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 one-year contract for an amount not to exceed \$103,850.00 to Birks Works Environmental LLC for Barrel & Sludge/Wastewater Removal and Disposal Services. There is no renewal option.

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 April 28, 2022.

Date

Board Secretary

No. _____

Summary - Score Sheet Evaluation

RFP 22-3474A

Barrel & Sludge/Wastewater Removal and Disposal Services for 1 Year at SMART's Oakland, Macomb, and Wayne Terminals

Consensus Scoring Method	Understanding the Scope of Work	Price and Price Related Factors	Related Work Experience	Facilities, Equipment, and Inventory	Total
	30	20	20	30	100

VENDORS

Birks Works Environmental LLC	30	20	20	0	70
VMX International LLC	30	18	20	0	68

Bid Tabulation

RF# 22-3474A Barrel & Sludge/Wastewater Removal and Disposal Services for 1 Year at SMART's Oakland, Macomb, and Wayne Terminals

Birks Works Environmental LLC

Price Schedule for Non-Hazardous Sludge Removal for One Year	Year 1		Estimated Quantity	Extended Price
	Unit Price	Unit Type		
Standard Equipment Charge	\$125.00	Per Hour		
Overtime Equipment Charge	\$135.00	Per Hour		
Additional Equipment Charges:				
Pressure Washer	\$275.00	Per Hour	30	\$ 8,250.00
Sewer Jet Unit	\$70.00	Per Hour	30	\$ 2,100.00
PPE	\$20.00	Man/Hour	10	\$ 200.00
Floor Scrubber	\$75.00	Day	32	\$ 2,400.00
Confined Space Entry Gear	\$200.00	Per Day		
(List any additional charges below)				
Operations Vehicle	\$125.00	Day		
Box Truck	\$150.00	Day		
Equip - Operator (ST)	\$55.00	Hour		
Equip - Operator (OT)	\$65.00	Hour		
Material Disposal (Valicor)	\$0.55	Gallon	120000	\$ 66,000.00
Labor Charge- Standard Time	\$45.00	Per Hour	540	\$ 24,300.00
Labor Charge- Overtime	\$55.00	Per Hour		
Material Disposal Charge (Usher Oil)	\$0.40	Gallon		
Price Schedule for Barrel Removal for One Year				
Removal Fee per 55- Gallon Drum:				
Motor Oil	\$25.00			
Gasoline	\$40.00			
Diesel Fuel	\$25.00			
Grease	\$45.00			
Transmission Fluid	\$25.00			
Paint	\$150.00		4	\$ 600.00
Paint Solvent	\$150.00			
Mixed Barrel	\$150.00			
Over-packing Fees	\$100.00			
Testing Fees, as required (each)	\$750.00			
(List any additional charges below)				
Fuel Charge	\$70.00	Day		

VMX International LLC

Price Schedule for Non-Hazardous Sludge Removal for One Year	Year 1		Estimated Quantity	Extended Price
	Unit Price	Unit Type		
Standard Equipment Charge	\$120.00	Per Hour		
Overtime Equipment Charge	\$144.00	Per Hour		
Additional Equipment Charges:				
Pressure Washer	\$42.00	Per Hour	30	\$ 1,260.00
Sewer Jet Unit	\$246.00	Per Hour	30	\$ 7,380.00
PPE	\$18.00	Per Man/Hour	10	\$ 180.00
Floor Scrubber	\$48.00	Per Hour	32 days (4 hrs/day)	\$ 6,144.00
Confined Space Entry Gear	\$180.00	Per Day		
(List any additional charges below)				
Confined Space Man Power	\$66.00	Per Man/Hour		
Material Disposal Charge	\$0.70	Gallon	120000	\$ 84,000.00
Labor Charge-Standard Time	\$33.00	Per Man/Hour	540	\$ 17,820.00
Labor Charge-Overtime	\$45.00	Per Man/Hour		

Price Schedule for Barrel Removal for One Year				
Removal Fee per 55- Gallon Drum:				
Motor Oil	\$74.40			
Gasoline	\$78.00			
Diesel Fuel	\$78.00			
Grease	\$78.00			
Transmission Fluid	\$74.40			
Paint Non Hazardous	\$78.00			
Paint Solvent	\$218.40			
Mixed Barrel Non Hazardous	\$74.00			
Over-packing Fees	\$50.40			
Testing Fees, as required (each)	See Below			
(List any additional charges below)				
Transport Fee For Drums	\$114.00	Per Hour		
Full TLCP	\$924.00	Per Test		
I,C,R Test	\$174.00	Per Test		
Total Halogens Test	\$222.00	Per Test		
PCB Test	\$84.00	Per Test		
TCLP W/O Herbicide & Pesticide	\$534.00	Per Test		
Over Packed Drum Disposal	\$331.20	Per Drum		

Total estimated 1 year cost	\$ 103,850.00	\$ 116,784.00
Points category	20 points	0.89 18 points

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorizing the General Manager to Approve a Purchase Order Change Action (POCA) #1 for Propane Auto Gas for the Connector Fleet to Webster & Garner

- Whereas, The Suburban Mobility Authority for Regional Transportation (SMART) has a contract with Webster & Garner for Propane Auto Gas for the Connector Fleet; and
- Whereas, The Maintenance Department has a need for additional funds for the remainder of the contract year which expires May 31, 2022; and
- Whereas, A POCA #1 submitted in the amount of \$270,000.00 will cover propane purchases until the contract expires on May 31, 2022; and
- Whereas, Funding for this POCA in the amount of \$270,000.00 will be funded by operating funds; and
- Whereas, The Director of Finance is satisfied that Webster & Garner has performed under the contract terms and conditions; and
- Whereas, The EEO Department is satisfied that Webster & Garner 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 General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve POCA # 1 in the amount of \$270,000.00 to Webster & Garner

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 April 28, 2022.

Date

Board Secretary

No. _____



agenda item

DATE: April 28, 2022 DISPOSITION SOUGHT: Board Approval
 TO: SMART Board of Directors SUBMITTED BY: General Manager
 FROM: Purchasing Department APPROVED BY: Certification Committee

SUBJECT: Authorization to Award a Contract for Propane Auto Gas for Connector Fleet

RECOMMENDATION

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

- for Propane Auto Gas for Connector Fleet
- to Webster and Garner located at 3346 W. Vienna Rd., Clio, MI 48420
- for a one-year contract with no renewals
- at an estimated total cost of \$1005,937.50

DISCUSSION

SMART has the need for liquefied petroleum gas to provide fuel for its propane-fueled cutaway buses. The use of the propane powered vehicles has reduced SMART’s operating expenses due to lower cost of propane versus diesel. It is estimated that SMART consumes a usage of 750,000 gallons of propane annually.

PROCUREMENT PROCESS

Procurement Method: Sealed Bid Proposal Quotes Sole Source
 Advertising Michigan Chronicle and Michigan Inter-governmental Trade Network
 #of downloads 6
 Number of offerors: Two bids were received
 Rationale for award: The quote submitted by Webster and Garner, the incumbent, was determined the lowest, responsive, and responsible bidder. Price was determined fair and reasonable.

FUNDING & COSTS:

The project is funded via: Operating Funds

The contract costs are summarized as follows:

Description	Estimated Cost
Propane auto gas for connector fleet for one year from 6/1/22-5/31/23	\$ 1005,937.50

ATTACHMENTS:

- Resolution
- Bid Tab

/RRR

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorizing the General Manager to Award a Contract for Propane Auto Gas for
Connector Fleet

- Whereas, The Suburban Mobility Authority for Regional Transportation (SMART) has a requirement for propane auto gas for its connector fleet; and
- Whereas, A Request for Quote (RFQ) was advertised and posted on MITN. Two bids were received; and
- Whereas, Webster and Garner submitted the lowest, responsive and responsible bid. Price was determined to be fair and reasonable; and
- Whereas, Funding is available in the Authority's general fund; and
- Whereas, The Director of Finance is satisfied that Webster and Garner has potential to perform under the contract terms and conditions; and
- Whereas, The EEO Department is satisfied that Webster and Garner 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 one-year contract for an amount not to exceed \$1005,937.50 to Webster and Garner for propane auto gas for connector fleet. There is no renewal option.

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 April 28, 2022.

Date

Board Secretary

No. _____

Bid Tabulation
RFQ 22-3526 Propane Auto Gas for
Connector Fleet
R. Rayner

Ferrell Gas
One Liberty Plaza
Liberty, MO 64068
Contact: Brian Raygor

Webster & Garner
3316 W. Vienna Rd.
Clio, MI 48420
Contact: Jarod Dilleg

brianraygor@ferrell.com

jared@webstergarner.com

<i>Mont Belvieu Index Pricing 12/14/2021</i>	\$1.0400	\$104.6250
Bid Factor	\$0.5900	\$0.2950
Total Price Per Gallon	\$1.6300	\$1.3413
Estimated Annual Gallons	750,000	750,000
Estimated Total per year	\$1,222,500.00	\$1,005,937.50



agenda item

DATE: April 28, 2022 DISPOSITION SOUGHT: Board Approval
TO: SMART Board of Directors SUBMITTED BY: General Manager
FROM: Purchasing Department APPROVED BY: Certification Committee

SUBJECT: Authorization to Approve a Purchase Order Change Action (POCA) #2 & #3 for the Oakland Terminal Bus Charging Station Project

RECOMMENDATION

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

- For the purchase of additional electrical installation and modification to the Oakland Terminal Bus Charging Station Project
- to J. Ranck Electric located at 1993 Gover Parkway, Mt. Pleasant, MI 48858
- at a cost of \$33,100.00

DISCUSSION

On August 26, 2021, SMART's Board approved a contract with J. Ranck Electric for Oakland Terminal Bus Charging Station Project. POCA #2 & #3 in the amount of \$33,100.00 is needed for two prefabricated steel risers and removal of previous cables and reinstall cables and new DC feeders. The price submitted is consistent with the original pricing submitted for the competitive contract. SMART's staff and our A/E contractor, Hubbell Roth & Clark have determined that the cost as outlined in Bulletin 3 is fair and reasonable.

FUNDING & COSTS:

The additional funds for this project are funded via:

Project No. 40270 Federal Grant MI-2016-025 (5307) State Grant 2012-0170 P42

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

Stage	Date Board Approval /Requested	Work	Cost
Original Project	8/26/2021	Oakland Terminal Bus Charging Station Project	\$217,506.25
POCA #1		Change Order (POCA #1) – Bulletin 1	\$ 9,835.00
POCA #2 & POCA #3	4/28/22	Change Order (POCA #2 & #3) - Bulletin 3 POCA #2 for two prefabricated steel risers for the charging cabinets - \$3,500.00 POCA #3 for removal of previous cables and reinstall cables and new DC feeders - \$29,600.00	\$ 33,100.00
		Cumulative TOTAL	\$260,441.25

ATTACHMENTS:

- Resolution
- Bulletin 3

/MP

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION RESOLUTION

RESOLUTION

Authorizing the General Manager to Approve a Purchase Order Change Action (POCA) #2 & #3 for the Oakland Terminal Bus Charging Station Project

Whereas, The Suburban Mobility Authority for Regional Transportation (SMART) is requesting a Purchase Order Change Action for two prefabricated steel risers and removal of previous cables and reinstall cables and new DC feeders; and

Whereas, A POCA #2 & #3 submitted in the amount of \$33,100.00 is needed. SMART's staff and our A/E contractor, Hubbell Roth & Clark have determined that the cost as outlined in Bulletins 3 is fair and reasonable; and

Whereas, Funding for POCA # will be funded via Project No. Project No. 40270 Federal Grant MI-2016-025 (5307) State Grant 2012-0170 P42; and

Whereas, The Director of Finance is satisfied that J. Ranck has performed under the contract terms and conditions; and

Whereas, The EEO Department is satisfied that J. Ranck 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 General Manager of Suburban Mobility Authority for Regional Transportation is hereby authorized to approve POCA #2 & #3 in the amount not to exceed \$33,100.00 to J. Ranck.

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 April 28, 2022.

Date

Board Secretary

No. _____



**OAKLAND TERMINAL
BUS CHARGING STATION PROJECT
BULLETIN NO. 3**

MARCH 29, 2022

SMART PO 102652

CONSULTING ENGINEER: Hubbell, Roth & Clark, Inc.

CONTRACTOR: J. Ranck Electric, Inc.

This Bulletin is issued after the award of the Contract to provide for changes in the work.

The Contractor will be held to furnish material and labor required for completion of the work described, including items incidental thereto or necessary to complete the work properly, even though not specifically mentioned. The Request for Proposals, General Conditions, General Requirements, and other relevant contract specifications for the original work are to govern the work covered by this Bulletin unless otherwise mentioned.

GENERAL

This Bulletin contains changes in the scope of the work listed below. The Contractor shall state the change in cost to complete the work described herein as an increase or decrease to the total contract cost. Pricing shall include costs for labor, materials, equipment, and insurance. After the Owner has approved the cost, the Contractor's Purchase Order will be amended accordingly. The proposed cost change is not authorized until the amended Purchase Order has been issued.

REVISIONS

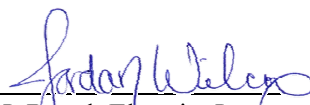
1. Based on a revised wiring diagram provided by Proterra, additional power and communications are needed between the charging cabinets and dispensers to allow operation of both charging hoses on each dispenser.
2. Power and communications to the charging cabinets is intended to enter the cabinets through the bottom. Since this requirement was not conveyed to SMART during the design of this project, the cabinets were intended to sit on a concrete housekeeping pad. To facilitate running power and communications lines through the bottom of the cabinets, fabrication and installation of bases is required to create a raceway beneath the cabinets.
3. Additional labor will be required for commissioning of the new equipment on two occasions.

CHANGE IN COST

Based on the revisions contained in this Bulletin, the proposed contract cost change is provided below.

Description of Work		Increase or Decrease	Contract Change
1	Site Work		\$0.00
2	Electrical Installation and Modifications		\$33,100.00
3	General Requirements Cost Change		\$0.00
Total Contract Change		Increase	\$33,100.00

Original Contract Value	\$217,506.25
Contract Change Order No. 3	\$33,100.00
All Prior Change Orders	\$9,835.00
New Contract Value	\$260,441.25

Accepted by: 
 J. Renck Electric, Inc.

Recommended by: Patrick Haire, P.E.
 Patrick M. Haire, P.E., Hubbell, Roth & Clark, Inc.

Digitally signed by Patrick Haire, P.E.
 DN: C=US, E=phaire@hrcengr.com,
 O=Hubbell, Roth & Clark, Inc., CN=Patrick
 Haire, P.E.
 Reason: I am the author of this document
 Date: 2022.04.01 09:00:43-04'00'

Approved by: 
 Mike Walter, SMART Facilities Project Manager



J. RANCK ELECTRIC, INC.

Mt. Pleasant, Michigan
1993 Gover Parkway
Mt. Pleasant, MI 48858
phone 800-792-3822
fax 989-775-8830

March 22, 2022

Attention: Mr. Patrick Haire
RE: Oakland Bus Charging Stations - Change Order #006
Subject: Charging Cabinet Risers

Dear Mr. Haire,

J. Ranck Electric (JRE) is pleased to provide this change order pricing for the addition of two prefabricated steel risers for the charging cabinets on this project. JRE identified an issue with the installation documents that would not allow for the conduits to enter the cabinets through the back panel. After discussion, we received direction to proceed with prefabrication of two risers to allow the wiring to make entry through the bottom of the charging cabinets. I have attached a change order for these additional costs for your review and approval. Please contact me with any questions or concerns.

SCOPE OVERVIEW

Price for this scope of work as detailed in the below points: **\$3,500.00**

- Raw materials for risers
- Prefabrication labor
- Installation hardware
- Installation labor
- Delivery of finished product to the site

Regards,

Patrick Caylor

Patrick Caylor
Project Manager

Flint, Michigan
3015 Airpark Drive N.
Flint, MI 48507

Sault Ste. Marie, Michigan
3137 South Baker Side Rd.
Sault Ste. Marie, MI 49783





J. RANCK ELECTRIC, INC.

Mt. Pleasant, Michigan
1993 Gover Parkway
Mt. Pleasant, MI 48858
phone 800-792-3822
fax 989-775-8830

March 29, 2022

Attention: Mr. Patrick Haire
RE: Oakland Bus Charging Stations - Change Request #7
Subject: Addition DC Feeders

Dear Mr. Haire,

J. Ranck Electric (JRE) is pleased to provide this cost proposal for the requested addition of DC feeders from the Proterra power cabinets to the Proterra dispenser stations. Below is the scope of work included in the proposed change order for you review. Please feel free to contact me if you have any questions.

SCOPE OVERVIEW

Price for this scope of work as detailed in the below points: \$29,600.00

Rerouting Previously Installed Fiber

- Removal of previously installed fiber cables from the charging cabinets to the dispenser stations from the existing 2" conduits.
- Removal of previously installed CAT6 cables from the charging cabinets to the dispenser stations from the existing 1" conduits.
- Reinstallation of existing fiber and CAT6 cables through the existing 1" conduits from the charging cabinets to the dispenser stations.

Addition of DC Feeders

- Source and procure 2 – 3/0 + #4 cables for each charging system.
- Install new DC feeders through existing 2" conduits (previously used for fiber) from each charging cabinet to each dispenser station.
- Termination of all cables at both the charging cabinets and the dispenser stations.

Addition of Fiber Switch/Converter

- Source and procure an ethernet switch with fiber converters.
- Installation of required power source for the ethernet switch from existing circuit to the fiber patch panel.

*****Revised cost includes additional labor for commissioning activities*****

Regards,

Patrick Caylor
Patrick Caylor
Project Manager

Flint, Michigan
3015 Airpark Drive N.
Flint, MI 48507

Sault Ste. Marie, Michigan
3137 South Baker Side Rd.
Sault Ste. Marie, MI 49783





agenda item

DATE: April 28, 2022 DISPOSITION SOUGHT: Board Approval
 TO: SMART Board of Directors SUBMITTED BY: General Manager
 FROM: Purchasing Department APPROVED BY: Certification Committee

SUBJECT: Authorization to Award a Contract for Magnetic Tickets, Passes & 31 Day DART Tap Card

RECOMMENDATION

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

- for the purchase of Magnetic Tickets & 31 Day DART Tap Cards
- to EDM Technology 210 Old Thomasville Road High Point, NC 27260
- at a total cost of \$476,032.00

DISCUSSION

SMART has a requirement contract for Magnetic Tickets, Passes & 31 Day DART Tap Cards for its riders. The current contract expires March 31, 2022

PROCUREMENT PROCESS

Procurement Method: Sealed Bid Proposal Quotes Sole Source
 Advertising: A Request for Quote (RFQ) was advertise in the Michigan Chronicle and published on Michigan Inter-governmental Trade Network (MITN) January 19, 2022 and due February 11, 2022 no bids were received. The solicitation was re-reposted on February 14, 2022 with a due date February 25.
 #of downloads: Eighty-seven (87) vendors were notified and Fourteen (14) vendors downloaded the proposal and three vendors to the previous solicitation including the incumbent vendor were sent courtesy copies of the RFQ.
 Number of offerors: One (1) Proposal was received from EDM Technology Inc.
 Rationale for award: EDM Technology Inc.is SMARTs current vendor their proposal was found to be both responsive and responsible, and determined to be the most advantageous to SMART with cost and SMART history being considered.

FUNDING & COSTS:

The project is funded via: Operating Funds

Description	Estimated Cost
Magnetic Tickets, Passes & 31 Day Dart Tap Cards for 3 year contract	\$ 282,989.00
Option year 1	\$95,579.00
Option year 2	\$97,464.00
Total Max	\$476,032.00

ATTACHMENTS:

- Resolution
- Bid Tab

/RRR

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorizing the General Manager to Award a Contract for Magnetic Tickets, Passes &
31 Day DART Tap Card

- Whereas, SMART has a requirement contract for Magnetic Tickets, Passes & 31 Day DART Tap Cards for its riders. The current contract expires March 31, 2022; and
- Whereas, A Request for Quote (RFQ) was advertise in the Michigan Chronicle and published on Michigan Inter-governmental Trade Network (MITN) and one bid was received; and
- Whereas, The bid response from EDM Technology Inc., the incumbent was determined responsive and responsible and the most advantageous to SMART with SMART history being considered; and
- Whereas, Funding for the contract is available in the Authority's general fund; and
- Whereas, The Director of Finance is satisfied that EDM Technology Inc. has the potential to perform under the terms and conditions of the contract; and
- Whereas, The EEO Department is satisfied that EDM Technology 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 General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a three-contract for an amount not to exceed \$ 282,989.00 for Magnetic Tickets, Passes & 31 Day DART Tap Card to EDM Technology Inc. There are the two one-year options to be exercised at the sole discretion of SMART. If the two one-year options are exercised the total cost to SMART would be \$476,032.00

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 April 28, 2022.

Date

Board Secretary

No. _____

Bid Tab 22-3534 A Magnetic Tickets & 31Day Dart Tap Card PA R. Rayner		EDM Technology Inc. 210 Old Thomasville Road High Point, NC Contact: Heather S Crithis-Haynes Heatherc@electronicdata.com				
	Estimated Quantity -in thousands	PRICE PER THOUSAND				
		Year 1	Year 2	Year 3	Option Year 1	Option Year 2
\$0.50 Ticket	450	\$85.00	\$85.00	\$86.70	\$86.70	\$88.40
\$1.00 Ticket	160	\$85.00	\$85.00	\$86.70	\$86.70	\$88.40
\$2.00 Ticket	150	\$85.00	\$85.00	\$86.70	\$86.70	\$88.40
Courtesy	5	\$85.00	\$85.00	\$86.70	\$86.70	\$88.40
\$0.50 Pass	3	\$285.00	\$285.00	\$290.70	\$290.70	\$296.50
\$1.00 Pass	2	\$285.00	\$285.00	\$290.70	\$290.70	\$296.50
\$2.00 Pass	8	\$285.00	\$285.00	\$290.70	\$290.70	\$296.50
\$2.50 Pass	5	\$285.00	\$285.00	\$290.70	\$290.70	\$296.50
\$11.00 Pass	10	\$285.00	\$285.00	\$290.70	\$290.70	\$296.50
\$22.00 Pass	20	\$285.00	\$285.00	\$290.70	\$290.70	\$296.50
TAP Cards	24	\$625.00	\$625.00	\$637.50	\$637.50	\$650.25
Total Annual Cost		\$93,705.00	\$93,705.00	\$95,579.10	\$95,579.10	\$97,464.00