

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

BOARD OF DIRECTORS MEETING

APPROVED MINUTES – December 2, 2021

A meeting of the Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART) was held on Thursday December 2, 2021 at 2:13 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 Mr. Abdul Haidous Mr. Khalil Rahal Mr. Royce Maniko Mr. Bret Rasegan Mr. John Paul Rea
Absent Board Members:	Vice-Chairperson	Ms. Hilarie Chambers
SMART General Manager:		Mr. Dwight Ferrell
SMART Staff Present:		Mr. Brandon Adolph Ms. Melinda Arndt Mr. Darren Beach Ms. Laura Bieniek Mr. Ryan Byrne Mr. Robert Cramer Mr. Melvin Evans Ms. Beth Gibbons Mr. Dustin Hagfors Ms. Melissa Hightower Mr. Ian Holme Ms. Lynette Hurt Ms. Carol Jones Ms. Angie Kelley Ms. Nichole Peters Mr. Sean Riopelle Ms. Lacey Shepard Ms. Leeya Sutter Mr. Andy Thorner Mr. Tony Vinson Mr. Mark Watson

Mr. D’Andrae Whitley

Public Registered:

Passenger
Passenger

Ms. Patty Fedewa
Mr. Robert Pawlowski

1. Call to Order

A) Pledge of Allegiance

2. Roll Call

Present: Chairperson Ms. Vicki Wolber, Mr. Abdul Haidous, Mr. Khalil Rahal, Mr. Bret Rasegan, Mr. John Paul Rea and Mr. Royce Maniko

Absent: Vice-Chairperson Ms. Hilarie Chambers

A quorum was present.

3. Adoption of Agenda

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Bret Rasegan, to add Cummins Diesel Engines to the Agenda as “Item L” for the December 2, 2021 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 October 28, 2021

MOTION: Moved by Mr. Royce Maniko, seconded by Mr. Abdul Haidous, to approve the Board meeting minutes for October 28, 2021.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

B. Audit Committee Report

DISCUSSION:

Mr. John Paul Rea provided a brief oral report of the meeting.

6. Public Participation

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

- **Ms. Patty Fedewa** – Passenger
- **Mr. Robert Pawlowski** - Passenger

7. Chairperson’s Report

DISCUSSION:

None

8. Staff Reports

A. General Manager & Deputy General Manager Report

DISCUSSION:

Mr. Cramer updated the Board on the following;

- Open Positions (as of Oct 31)
 - 76 Fixed Route
 - 8 Connector
 - 20 Mechanics
 - 17 CSSA
- On-Site Events
 - Macomb – 10 interviews /6 offers
 - Oakland – 30 interviews /21 offers
 - Wayne – 12/8 & 12/9
- Retention Rates (Drivers Classes) 84%
- Update Vaccine Mandate Prep Efforts
- TSA Mask Mandate Extended
- Procurement Staff Acknowledgement
-

9. Financial Reports

A. Resolution: Fiscal 2021 Audit Presentation

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 receives and files the following reports:

- The June 30, 2021, audited financial statements, and accompanying independent auditors report dated November 10, 2021,
- The audited single audit report for the year ended June 30, 2021, and the accompanying Independent Auditors reports dated November 10, 2021, regarding the Report on Schedule of Expenditures of Federal Awards, the Report on Internal Control
- The Report on Compliance, the November 10, 2021 Other Required Communications letter and

BE IT FURTHER RESOLVED: that the Board directs the Director of Finance to submit all reports to their proper federal and state agencies as required by state and federal law prior to December 31, 2021.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

B. Information: First Quarter Financial Report

DISCUSSION:

None

10. New Business

A. Resolution: Authorization to Increase Wages for Non-Union Employees

MOTION: Moved by Mr. Royce Maniko, seconded by Mr. John Paul Rea, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation hereby authorizes the General Manager to provide an across-the-board wage increase in the amount of 2.5% for non-union employees effective January 1, 2022.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

B. Resolution: Authorization to Award a Contract for Professional Consulting Services to Conduct Operation Policy and Service Delivery Analysis

MOTION: Moved by Mr. Abdul Haidous, seconded by Mr. John Paul Rea, that the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a contract for a one-time purchase of consultant services in the form of an Operation Policy and Service Delivery Analysis from Nelson\Nygaard. The amount of the contract shall not exceed \$387,163.00.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

C. Resolution: Authorization to Award a Contract for HVAC PM and Repair Services

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Royce Maniko, that the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve a one-year contract for HVAC PM and Repair Services in the amount of a \$184,000 and two one-year renewal options in the amount of \$184,000 each year, with a total cost of \$552,000 with Johnson Controls.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

D. Resolution: Authorization to Award a Contract for Seon Bus Cameras

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 contract in the amount of \$88,312.00 to Seon System Sales, Inc.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

E. Resolution: Authorization for Purchase Order Change Action (POCA) #3 Trapeze OPS Accrual Generation Module

MOTION: Moved by Mr. Bret Rasegan, seconded by Mr. John Paul Rea, that the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve POCA #3 in the amount of \$138,346.00.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

F. Resolution: Authorization for Purchase Order Change Action (POCA) #1 Non-Warranty Cummins Engine Parts and Repair Services

MOTION: Moved by Mr. Abdul Haidous, seconded by Mr. Bret Rasegan, that the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve POCA #1 in the amount of \$105,000.00 to Cummins Sales and Service, bringing the new maximum total for the three year base term of \$180,000.00.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

G. Resolution: LETC City Hall Project POCA #1

MOTION: Moved by Mr. Royce Maniko, seconded by Mr. John Paul Rea, that the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve POCA #1 in the amount of \$41,911.89 to LaSalle Construction Services.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

H. Resolution: Community CARES Funding-Additional Funds

MOTION: Moved by Mr. Abdul Haidous, seconded by Mr. John Paul Rea, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART), to adopt revised funding amounts to be made available to its transit partners and for this information to be submitted as a revision to the Program of Projects for CARES Act funding to the FTA in compliance with the requirements of 49 U.S.C. Section 5307, as amended.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

I. Resolution: Authorization to Purchase and Construction for a New Vehicle Wash System

MOTION: Moved by Mr. Abdul Haidous, seconded by Mr. Khalil Rahal, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART), hereby authorized to approve the purchase of the Vehicle Wash Systems for Wayne, Oakland and Macomb Terminals in the amount of \$7,191,014.92 to Creative Construction Concepts.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

J. Resolution: Oil, Lubricants, Fluids and Anti-Freeze Coolant

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Royce Maniko, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART), hereby authorized to approve a one-year contract for Oil, Lubricants, Fluids & Anti-Freeze/Coolant in the amount of \$489,790.00 to Wolverine Oil.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

K. Resolution: Authorization to Award a Contract for Thirty-One (31) Cut Away Busses

MOTION: Moved by Mr. Bret Reagan, seconded by Mr. John Paul Rea, that the Suburban Mobility Authority for Regional Transportation is hereby authorized to Award a Contract to Transportation Equipment Sales Inc., (TESCO) for the Purchase of thirty-one (31) Cut Away Buses. The vehicles will be purchased under a cooperative purchasing agreement through The State of Michigan MDOT.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

L. Resolution: Cummins Diesel Engines

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Abdul Haidous, that the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve a three-year contract for Cummins Diesel Engines in the amount of a \$695,718.32 for three years and two one-year renewal options in the amount of \$245,957.54 and \$253,336.28 in subsequent years to Cummins Sales and Service. The total cost for five years is \$1,195,012.14.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

11. Board Member Business

DISCUSSION:

Mr. Bret Rasegan thanked SMART's staff for meeting with Oakland County.

Mr. Robert Cramer, Deputy GM suggested a Motion be made to change the location of the January 27, 2022 board meeting.

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Abdul Haidous, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART), hereby authorizes SMART's staff to change the location of the January 27, 2022 board meeting to SMART's Oakland Terminal, located at 2021 Barrett Drive, Troy MI 48084.

DISCUSSION:

None

VOTE: 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. Bret Rasegan, and unanimously carried, the meeting adjourned at 3:13 PM.

Respectfully submitted,

Tiffany Martin-Patterson
Secretary to the Board of Directors