



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

# **Board of Directors Meeting**

*February 24, 2022*



**Suburban Mobility Authority for Regional Transportation**

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

**ROLL CALL**

**Board of Directors Meeting**

**Date: February 24, 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, FEBRUARY 24, 2022  
2:00 PM**

**AGENDA**

<u>ITEM:</u>	<u>ACTION:</u>	<u>PRESENTED BY:</u>
1. Call to Order		V. Wolber
A) Pledge of Allegiance		
2. Roll Call		T. Martin
3. Adoption of Agenda	Approval	V. Wolber
4. Certification of Public Notice	Information	T. Martin
5. Minutes		
A) Board Meeting Minutes for January 27, 2022	Approval	V. Wolber
6. Public Participation	Discussion	V. Wolber
7. Chairperson's Report	Information	V. Wolber
8. General Manager's Report	Information	D. Ferrell
9. Financial Report		
A) 2 <sup>nd</sup> Quarter Financial Report	Information	R. Byrne
10. New Business		
A) Resolution: Authorization to Approve a Purchase Order Change Action Service Adjustments Module to Swiftly, Inc POCA # 22-3553	Approval	D. Ferrell
B) Resolution: Authorization to Award a Two-Month Contract For Sludge and Wastewater Removal Services Interim Contract 22-3563	Approval	D. Ferrell
C) Resolution: Ratification of Final Payment for For additional Automated Passenger Counting Systems	Approval	D. Ferrell
D) Resolution: Authorization to Award a Contract to Upgrade Optical Insurance & Safety Glasses Program RFQ 22-3486	Approval	D. Ferrell

- |   |          |            |
|---|----------|------------|
| E) Resolution: Authorization for Purchase Order Change<br>Replaced 28 light fixtures on poles at the Oakland Terminal<br>POCA 22-3562           | Approval | D. Ferrell |
| F) Resolution: Authorization to Award a Contract to Upgrade<br>emergency phone system to 4G LTE with a radio upgrade kit<br>Sole Source 22-3550 | Approval | M. Evans   |
| G) Resolution: Authorize the Board Chair to Award a<br>One-Month Interim Contract for Wide Area Network   | Approval | M. Evans   |

11. Closed Session	Approval	R. Beier
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12. Board Member Business	Discussion	V. Wolber
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Adjournment



**Suburban Mobility Authority for Regional Transportation**

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**PUBLIC NOTICE**

SMART will hold the February 24, 2022 Board of Directors meeting at 2:00 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:

- Wear a mask at all times regardless of vaccination status
- Pass a temperature check and health screening questionnaire 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](http://www.smartbus.org/About/Our-Organization/Board-of-Directors/Board-Meeting-Schedule)

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

To attend virtually; on a smartphone, tablet or computer; please enter this URL in a web browser:

<https://smartbus.zoom.us/j/97955560638>

Via phone only, please dial: (313) 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 at the Public Comment period by emailing SMARTBoard@smartbus.org by 1:45 p.m. on the day of the meeting.

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

Public Comment will proceed as follows:

- All comments: 5 minute limit per member of the public. Kindly state your name and city of residence.
- Public comments will be received in the following order
  - Members of the public who attend in person
  - Members of the public on Zoom/phone
  - Written comments via email. The Board Secretary will read any submitted comments



# SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

## BOARD OF DIRECTORS MEETING

### PROPOSED MINUTES – January 27, 2022

A meeting of the Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART) was held on Thursday January 27, 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

<b>SMART Board of Directors:</b>	Chairperson	Ms. Vicki Wolber
	Vice-Chairperson	Ms. Hilarie Chambers
		Mr. Abdul Haidous
		Mr. Bret Rasegan
<b>Absent Board Members:</b>		Mr. Royce Maniko (Via Zoom)
		Mr. Khalil Rahal
		Mr. John Paul Rea
<b>SMART General Manager:</b>		Mr. Dwight Ferrell
<b>SMART Staff Present:</b>		Mr. Brandon Adolph
		Ms. Melinda Arndt
		Ms. Laura Bieniek
		Mr. Ryan Byrne
		Ms. Sabrina Clay
		Mr. Robert Cramer
		Ms. Laura Emerson
		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	
	Mr. Mark Watson	
	Ms. Patty Wailing	
	Mr. D’Andrae Whitley	

## Public Registered:

Passenger  
Passenger  
Passenger

Ms. Patty Fedewa  
Mr. Robert Pawlowski  
Ms. Matty Jeng

### 1. Call to Order

A) Pledge of Allegiance

### 2. Roll Call

**Present:** Chairperson Ms. Vicki Wolber, Mr. Vice-Chairperson Ms. Hilarie Chambers, Abdul Haidous and Mr. Bret Rasegan

**Absent:** Mr. Royce Maniko, Mr. Khalil Rahal & Mr. John Paul Rea

**A quorum was present.**

### 3. Adoption of Agenda

**MOTION:** Moved by Ms. Hilarie Chambers, seconded by Mr. Abdul Haidous, to approve the agenda for the January 27, 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 December 2, 2021**

**MOTION:** Moved by Mr. Brett Rasegan, seconded by Mr. Abdul Haidous, to approve the Board meeting minutes for December 2, 2021.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**6. Public Participation**

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

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

**7. Chairperson’s Report**

**DISCUSSION:**

None

**8. Staff Reports**

**A. General Manager & Deputy General Manager Report**

**DISCUSSION:**

- Open Positions (as of December 1)
  - Little improvement so far
  - 3 fixed route drivers currently (73 open)
- Service/COVID Spike
- APTA Conference Report
  - System excellence awards – SMART goal
  - Diversity, Equity, Inclusion and Belonging
  - KPI including measures other than ridership
  - Board members conference yesterday reinforced similar problems
- Testing/cancelled contract
- Triennial packet submitted
- Flex Update
  - Surpassed 500 rides completed/day and 3,000 rides completed/week
  - Average wait time 15-20 minutes
  - Ridership Growth:
    - (Same Zone) Troy: 316 to 233/week (-27%)
    - (Slight Expansion) Hall Road: 535 to 690/week (+29%)
    - (Major Expansion) Dearborn/Taylor: 221 to 1,000/week (+450%)
    - (New in Aug) Auburn Hills/Pontiac: 41 to 1,179/week
  - Adjustments in consideration to keep/reduce wait times as riders continue to grow

**9. New Business**

**A. Resolution: Appointment of SMART Representative and Alternate to the Toledo Metropolitan Area Council of Governments Board of Trustees**

**MOTION:** Moved by Mr. Abdul Haidous, seconded by Ms. Hilarie Chambers, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation hereby appoints Mr. Royce Maniko as its representative, and Mr. Dwight Ferrell, General Manager, as alternate to the TMACOG Board of Trustees.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**B. Resolution: Authorization to Approve a Purchase Order Change Action (POCA) #3 additional funds needed for year 3 of the contract with Dell Company**

**MOTION:** Moved by Mr. Bret Rasegan, seconded by Mr. Abdul Haidous, that the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve POCA # 3 in the amount of \$6,687.00 to Dell Inc.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**C. Resolution: Authorization for Purchase Order Change Action (POCA) for Consulting Service-Compensation Study**

**MOTION:** Moved by Ms. Hilarie Chambers, seconded by Mr. Abdul Haidous, that the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve POCA # 1 in the amount of \$9,000.00 to Educational Data Systems, Inc. (EDSI).

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**D. Resolution: Authorization to Award a Contract Employment Advertisement Services**

**MOTION:** Moved by Mr. Abdul Haidous, seconded by Ms. Hilarie Chambers, that the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve a three-year contract in the amount of \$345,000.00 with 2-1 year renewal options in the amount of \$115,000.00 each year for Employment Advertisement Services with Q+M agency. The total contract amount is \$575,000.00.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**E. Resolution: Authorization to Award a Contract for Professional Consultant to Conduct a Terminals Functional Assessment and Feasibility Study**

**MOTION:** Moved by Mr. Bret Rasegan, seconded by Mr. Abdul Haidous, 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 a Terminals Functional Assessment and Feasibility Study from Hubbell, Roth & Clark, Inc. (HRC). The amount of the contract shall not to exceed \$339,600.00.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**F. Resolution: Authorization to Award a contract for Non-Fixed Route Tires**

**MOTION:** Moved by Mr. Bret Rasegan, seconded by Mr. Abdul Haidous, that the That the Suburban Mobility Authority for Regional Transportation is hereby authorized to Award a Contract in the amount of \$152,000.00 for Non-Fixed Route Tires to Shrader Tire & Oil Inc.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

#### **G. Resolution: Authorization to Award Electrical 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 a three-year contract in the amount of a \$184,000.00 with two one-year renewal options in the amount of \$57,100.00 each year for Electrical Repair Services with Allied Building Services. The total cost for the contract is \$285,500.00.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

#### **H. Resolution: Authorization to Award a Contract for Bus Tire Lease and Tire Related Services**

**MOTION:** Moved by Mr. Bret Rasegan, seconded by Mr. Abdul Haidous, that the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve a three year contract for Bus Tire Lease and Tire Related Services in the amount of a \$2,962,200.00 and two one-year renewal options in the amount of \$1,046,993.00 and \$1,078,386.00 for each subsequent year, with a total cost of \$5,087,579.00 with Michelin.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

#### **I. Resolution: Authorization to Award a Contract for Rebuilt Allison Transmissions**

**MOTION:** Moved by Mr. Abdul Haidous, seconded by Mr. Bret Rasegan, that the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve a three-year contract in the amount of \$464,951.70 with two one-year renewal options in the subsequent amount of \$158,940.00 and \$163,050.00 for Rebuilt Allison Transmissions to Weller Truck Parts.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**J. Resolution: Authorization to Award a Contract for labor Negotiator Consultant 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 a one-time purchase in the amount of \$200,000.00 for Labor Negotiator Consultant Services. The total amount is \$200,000.00.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**K. Resolution: Final payment for on Road Cleaning**

**MOTION:** Moved by Mr. Bret Reagan, seconded by Ms. Hilarie Chambers, that the General Manager is hereby authorized to approve a final payment in the amount of \$199,310.73 to RNA Facilities Management.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**L. Information: Litigation Settlements**

**MOTION:** Moved by Ms. Hilarie Chambers, seconded by Mr. Abdul Haidous, that the General Manager is hereby authorized to receive and file the Litigation Settlements.

**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. Abdul Haidous, seconded by Ms. Hilarie Chambers, and unanimously carried, the meeting adjourned at 3:09 PM.

Respectfully submitted,

*Tiffany Martin-Patterson*

Tiffany Martin-Patterson

Secretary to the Board of Directors



Suburban Mobility Authority for Regional Transportation

**2nd Quarter Financial Report**

FY2022 – December 31, 2021

As Presented By:

Finance Department

## **2nd Quarter FY2022 Financial Reports**

**Submitted By: Ryan Byrne, CPA, Director of Finance**

**2/24/2022**

**The second quarter financial statement of FY 2022 has been completed. SMART's balance sheet remains stable. As compared to second quarter FY2021, FY2022 total assets for the same period are 10.3% higher. The key individual asset that supports the asset increase is Capital Equipment, due to continued capital purchases throughout the year. Total second quarter FY2022 liabilities (excluding pension and OPEB) increased 11.5% as compared to second quarter FY2021. This overall liability increase is largely a result of the timing of payments on the Authority's accounts payable, and an increase in the estimated insurance claims not yet reported. The net asset unrestricted balance remains positive, meaning the authority maintains a small surplus of assets over liabilities.**

**Second quarter FY2022, overall revenues compared to FY2022 overall appropriation is below target by approximately 7.40% or \$5,884,384. Fare revenue remains lower than pre pandemic levels, as a result of lower ridership, and state reimbursements where lower than budget as a result of lower spending. The Authority continues to utilize Federal relief funding, to alleviate budget shortfalls created by additional COVID-19 related expenses and reduced fare revenue.**

**Second quarter FY2022, overall actual expenditures compared to FY 2022 appropriation for the same time period are currently 13.98% below FY2022 appropriation. Fixed route costs, as well as connector and general administration personal services costs (wages and fringes) are down as compared to current appropriation. This trend is largely due to open fixed route and connector bus positions, and reduced service miles as compared to pre pandemic levels.**

**I will be available to answer any questions regarding this report at the Board's convenience.**

**Director of Finance Report Page 1**

SMART  
**Balance Sheet - Summary of All Funds**  
 For the Six Months Ending December 31

<b>SMART BALANCE SHEET</b>	FY2022	FY2021	Y/E FY2021
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash and Cash Equivalents	93,283,189.66	76,657,720.67	120,837,737.86
Investments	18,209,552.66	18,325,322.05	18,405,036.39
Receivables:			
Grants Receivable	40,844,214.54	45,287,943.44	50,118,411.28
Local Contributions Receivable	36,553,974.39	36,169,162.15	2,532,086.32
Other Receivables	509,519.21	344,643.7	743,184.75
Materials and Supplies Inventory	3,573,270.79	2,842,623.71	3,208,124.12
Prepaid Expenses	1,661,605.00	1,437,910.71	277,106.00
<b>Total Current Assets</b>	<b>194,635,326.25</b>	<b>181,065,326.43</b>	<b>196,121,686.72</b>
<b>Noncurrent Assets</b>			
Cash Restricted for Re-Investment	101,638.82	101,638.82	101,638.82
Capital Assets, net	170,037,698.74	149,401,941.61	158,500,076.96
<b>Total Noncurrent Assets</b>	<b>170,139,337.56</b>	<b>149,503,580.43</b>	<b>158,601,715.78</b>
<b>Total Assets</b>	<b>\$ 364,774,664</b>	<b>\$ 330,568,907</b>	<b>\$ 354,723,403</b>
<b>Deferred Outflows of Resources</b>			
Deferred Outflows-Pension	17,102,393.00	10,956,370.00	17,102,393.00
Deferred Outflows-OPEB	19,075,656.00	16,714,173.00	19,075,656.00
<b>Total Deferred Outflows</b>	<b>36,178,049.00</b>	<b>27,670,543.00</b>	<b>36,178,049.00</b>
<b>Total Assets and Deferred Outflows</b>	<b>\$ 400,952,713</b>	<b>\$ 358,239,450</b>	<b>\$ 390,901,452</b>
<b>LIABILITIES AND NET ASSETS</b>			
<b>Current Liabilities</b>			
Municipal and Community Credits Payable	7,653,930.23	5,961,223.22	5,668,948.97
Accounts Payable under POS agreements	2,531,189.42	1,543,744.63	1,294,529.17
Accrued Self Insurance	14,353,393.38	11,696,603.85	14,304,590.23
Payable to the State of Michigan	2,018,600.00	3,841,869.00	2,018,600.00
A/P State Act 51 Prior Yr Adj	426.00	1,479,611.00	21,004.00
Accounts Payable and Accrued Expenses	7,221,176.38	5,990,810.96	13,314,761.64
Accrued Compensation	4,129,819.41	3,494,223.65	6,078,294.58
<b>Total Current Liabilities</b>	<b>37,908,534.82</b>	<b>34,008,086.31</b>	<b>42,700,728.59</b>
<b>Noncurrent Liabilities</b>			
Net OPEB obligation	57,523,031.74	114,775,703.74	57,523,031.74
Net Pension Obligation	55,343,800.80	74,399,178.64	55,343,800.80
<b>Total Liabilities</b>	<b>150,775,367.36</b>	<b>223,182,968.69</b>	<b>155,567,561.13</b>
<b>Deferred Inflows of Resources</b>			
Deferred Inflows-OPEB	58,688,895.00	18,221,529.00	58,688,895.00
Deferred Inflows-Pension	10,521,681.00	3,005,615.00	10,521,681.00
<b>Total Deferred Inflows</b>	<b>69,210,576.00</b>	<b>21,227,144.00</b>	<b>69,210,576.00</b>
<b>Total Liabilities and Deferred Inflows</b>	<b>219,985,943.36</b>	<b>244,410,112.69</b>	<b>224,778,137.13</b>
<b>RETAINED EARNINGS</b>			
<b>Net Position:</b>			
Invested in Capital Assets, net of related debt	170,037,698.74	149,401,941.61	158,500,076.96
Restricted	101,638.82	101,638.82	101,638.82
Unrestricted	10,827,431.89	(35,674,243.26)	7,521,598.59
<b>Total Net Position</b>	<b>180,966,769.45</b>	<b>113,829,337.17</b>	<b>166,123,314.37</b>
<b>Total Liabilities and Net Position</b>	<b>331,742,136.81</b>	<b>337,012,305.86</b>	<b>321,690,875.50</b>
<b>Total Liabilities, Deferred Inflows and Net Position</b>	<b>\$ 400,952,713</b>	<b>\$ 358,239,450</b>	<b>\$ 390,901,452</b>

		2nd Quarter FY 2021/22		
SMART FUNCTIONAL INCOME STATEMENT	ACTUAL	BUDGET	\$\$ VARIANCE FAV(UNFAV)	% VARIANCE
<b>REVENUES</b>				
<b>FEDERAL OPERATING REVENUE</b>				
Section 5307 & 5309	\$3,999,999.98	\$1,999,998.00	(2,000,001.98)	-100.00%
Congestion Mitigation Air Quality (CMAQ)	702,312.00	0	(702,312.00)	-
Other Federal Grants	258,037.50	419,496.00	161,458.50	38.49%
Sec 5307 Federal Relief Funding	5,400,000.00	5,400,000.00	0.00	0.00%
<b>Total Federal Operating Revenue</b>	<b>10,360,349.48</b>	<b>7,819,494.00</b>	<b>(2,540,855.48)</b>	<b>18.56%</b>
<b>STATE OF MICHIGAN</b>				
Act 51	15,458,368.00	21,211,998.00	5,753,630.00	27.12%
State PM Revenue	999,999.98	499,998.00	(500,001.98)	-100.00%
Other State Grant	56,378.62	90,498.00	34,119.38	37.70%
<b>Total State Operating Revenue</b>	<b>16,514,746.60</b>	<b>21,802,494.00</b>	<b>5,287,747.40</b>	<b>24.25%</b>
<b>LOCAL CONTRIBUTION</b>				
Contribution From County Transit Authorities	38,625,000.00	38,625,000.00		0.00%
Contra Revenue - Local Contribution	(75,000.00)	(75,000.00)		0.00%
<b>Total Local Contribution Revenue</b>	<b>38,550,000.00</b>	<b>38,550,000.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Local Comm Stabilization</b>	<b>-</b>	<b>999,996.00</b>	<b>999,996.00</b>	<b>100.00%</b>
<b>OPERATIONS:</b>				
Fixed Route	2,726,545.32	2,376,042.00	(350,503.32)	-14.75%
Connector	273,359.05	281,394.00	8,034.95	2.86%
Mircotransit	20,473.57	504.00	(19,969.57)	-3962.22%
Admin Fee Revenue	280,530.62	425,496.00	144,965.38	34.07%
Investment Revenue	(164,922.91)	75,000.00	239,922.91	319.90%
Fleet Maint Reimbursement	68,455.92	72,498.00	4,042.08	5.58%
Other Revenues	71,153.78	39,996.00	(31,157.78)	-77.90%
Restricted Revenue	4,924,432.84	7,066,594.00	2,142,161.16	30.31%
<b>Total Operating Revenues</b>	<b>\$ 73,625,124</b>	<b>\$ 79,509,508</b>	<b>\$ (5,884,384)</b>	<b>-7.4%</b>
<b>OPERATING EXPENSES</b>				
<b>FUNCTIONAL OPERATIONS:</b>				
Fixed Route	37,135,670.43	41,978,451.00	4,842,780.57	11.54%
Connector	8,425,148.70	8,563,418.00	138,269.30	1.61%
General Administration	13,982,843.29	17,135,610.00	3,152,766.71	18.40%
Microtransit	1,639,178.49	1,199,400.00	(439,778.49)	-36.67%
Community Credits	1,991,688.00	1,991,700.00	12.00	0.00%
Nankin Transit Commission	163,998.00	163,998.00	0.00	0.00%
Other Purchase of Service	177,162.62	171,996.00	(5,166.62)	-3.00%
Community Transit Service	97,506.00	96,498.00	(1,008.00)	-1.04%
Depreciation	125,400.00	124,998.00	(402.00)	-0.32%
Contingency	629,701.21	1,999,998.00	1,370,296.79	68.51%
Restricted Expenses	4,870,156.83	7,066,188.00	2,196,031.17	31.08%
<b>Total Operating Expenses</b>	<b>\$ 69,238,454</b>	<b>\$ 80,492,255</b>	<b>\$ 11,253,801</b>	<b>14.0%</b>
<b>Operating Revenues over (under) Expenses</b>	<b>\$ 4,386,671</b>	<b>\$ (982,747)</b>	<b>\$ 5,369,418</b>	

SMART - General  
STATEMENT OF REVENUE AND EXPENSES  
FUNCTIONAL STATEMENT  
For the Six Months Ending December 31, 2021

SMART OPERATIONAL INCOME STATEMENT	ACTUAL	BUDGET	VARIANCE	% VARIANCE	FY 2021/22	
					ANNUAL BUDGET	BUDGET REMAINING
<b>REVENUES</b>						
<b>Route Revenue:</b>						
Fare Revenue	\$2,181,866.26	\$2,019,894.00	\$161,972.26	-8.02%	\$4,039,800.00	(\$1,857,933.74)
Mircotransit	20,473.57	504.00	19,969.57	-3962.22%	1,000.00	19,473.57
<b>Total Route Revenue</b>	<b>2,202,339.83</b>	<b>2,020,398.00</b>	<b>181,941.83</b>	<b>-9.01%</b>	<b>4,040,800.00</b>	<b>(1,838,460.17)</b>
<b>Federal Sources:</b>						
Section 5307	3,999,999.98	1,999,998.00	2,000,001.98	-100.00%	4,000,000.00	(\$0.02)
Other Federal Grants	960,349.50	419,496.00	540,853.50	-128.93%	839,000.00	\$121,349.50
Section 5307 Federal Relief Funding	5,400,000.00	5,400,000.00	0.00		10,800,000.00	(\$5,400,000.00)
<b>Total Federal Sources</b>	<b>10,360,349.48</b>	<b>7,819,494.00</b>	<b>2,540,855.48</b>	<b>-32.49%</b>	<b>15,639,000.00</b>	<b>(5,279,416.52)</b>
<b>State Sources:</b>						
State Act 51 SMART	15,458,368.00	21,211,998.00	(5,753,630.00)	27.12%	42,424,000.00	(\$26,965,632.00)
State PM Match	999,999.98	499,998.00	500,001.98	-100.00%	1,000,000.00	(\$0.02)
Other State Revenue	56,360.38	90,498.00	(34,137.62)	37.72%	181,000.00	(124,639.62)
<b>Total State Sources</b>	<b>16,514,728.36</b>	<b>21,802,494.00</b>	<b>(5,287,765.64)</b>	<b>24.25%</b>	<b>43,605,000.00</b>	<b>(27,090,271.64)</b>
<b>Local Sources:</b>						
Contributions from Local Transit Authorities	38,625,000.00	38,625,000.00		0.00%	77,250,000.00	(\$38,625,000.00)
Contra Revenue - Local Contribution	(75,000.00)	(75,000.00)		0.00%	(150,000.00)	75,000.00
<b>Total From Local Sources</b>	<b>38,550,000.00</b>	<b>38,550,000.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>77,100,000.00</b>	<b>(38,550,000.00)</b>
<b>Other Income:</b>						
Advertising	582,553.73	374,994.00	207,559.73	-55.35%	750,000.00	(\$167,446.27)
Rental Income	36,341.35	30,006.00	6,335.35	-21.11%	60,000.00	(\$23,658.65)
Interest Income	(164,922.91)	75,000.00	(239,922.91)	319.90%	150,000.00	(\$314,922.91)
Fleet Maint Reimbursement	68,455.92	72,498.00	(4,042.08)	5.58%	145,000.00	(\$76,544.08)
Admin Fees Revenue	280,530.62	425,496.00	(144,965.38)	34.07%	851,000.00	(\$570,469.38)
Miscellaneous	186,121.73	161,040.00	25,081.73	-15.57%	322,100.00	(\$135,978.27)
Local Comm Transit Operating Rev	84,193.32	111,498.00	(27,304.68)	24.49%	223,000.00	(\$138,806.68)
Local Comm Stabilization		999,996.00	(999,996.00)	100.00%	2,000,000.00	(2,000,000.00)
<b>Total Other Income</b>	<b>1,073,273.76</b>	<b>2,250,528.00</b>	<b>(1,177,254.24)</b>	<b>52.31%</b>	<b>4,501,100.00</b>	<b>(3,427,826.24)</b>
<b>Restricted Pass Through Revenue (Exp Match):</b>	<b>4,924,432.84</b>	<b>7,066,594.00</b>	<b>(2,142,161.16)</b>	<b>30.31%</b>	<b>14,134,000.00</b>	<b>(\$9,209,567.16)</b>
<b>TOTAL REVENUES</b>	<b>73,625,124.27</b>	<b>79,509,508.00</b>	<b>(5,884,383.73)</b>	<b>7.40%</b>	<b>159,019,900.00</b>	<b>(85,394,775.73)</b>

SMART - General  
STATEMENT OF REVENUE AND EXPENSES  
FUNCTIONAL STATEMENT  
For the Six Months Ending December 31, 2021

**EXPENSES**

**WAGE AND WAGE RELATED EXPENSES:**

**ACTIVE EMPLOYEES:**

**Active Salaries, Wages & Taxes**

Administrative	3,419,636.89	3,838,856.00	(419,219.11)	-10.92%	7,379,900.00	3,960,263.11
Operations	18,042,333.33	19,367,562.00	(1,325,228.67)	-6.84%	37,337,000.00	19,294,666.67
Maintenance	5,191,595.32	5,473,190.00	(281,594.68)	-5.14%	10,695,300.00	5,503,704.68
<b>Total Active Salaries, Wages, Taxes</b>	<b>26,653,565.54</b>	<b>28,679,608.00</b>	<b>(2,026,042.46)</b>	<b>-7.06%</b>	<b>55,412,200.00</b>	<b>28,758,634.46</b>
<b>% of Total Revenue</b>						

**Active Employee Benefits:**

Hospitalization/Medical	4,524,701.63	6,346,800.00	(1,822,098.37)	-28.71%	12,693,900.00	8,169,198.37
Premium Sharing Healthcare	(774,998.65)	(751,800.00)	(23,198.65)	3.09%	(1,503,300.00)	(728,301.35)
Life, AD&D, Drug, Dental, Optical	559,163.37	667,200.00	(108,036.63)	-16.19%	1,334,700.00	775,536.63
Other Employee Benefits	147,923.82	202,500.00	(54,576.18)	-26.95%	404,700.00	256,776.18
Workers Compensation	577,848.00	577,800.00	48.00	0.01%	1,155,700.00	577,852.00
Health Care Saving Plan	367,378.45	450,000.00	(82,621.55)	-18.36%	900,300.00	532,921.55
FICA	2,079,897.30	2,083,800.00	(3,902.70)	-0.19%	4,168,000.00	2,088,102.70
Pension Funding	7,573,252.21	7,965,600.00	(392,347.79)	-4.93%	15,931,100.00	8,357,847.79
Premium Sharing Pension	(1,016,189.96)	(1,224,000.00)	207,810.04	-16.98%	(2,448,500.00)	(1,432,310.04)
<b>Total Active Employee Benefits</b>	<b>14,038,976.17</b>	<b>16,317,900.00</b>	<b>2,278,923.83</b>	<b>13.97%</b>	<b>32,636,600.00</b>	<b>18,597,623.83</b>

% of Total Active Wages

	53%	57%				
<b>Total Active Employee Wages &amp; Benefits:</b>	<b>40,692,541.71</b>	<b>44,997,508.00</b>	<b>252,881.37</b>	<b>0.56%</b>	<b>88,048,800.00</b>	<b>47,356,258.29</b>

**RETIRED EMPLOYEES:**

**Post Employment Benefits:**

OPEB Net Unfunded Obligation	3,750,000.00	3,750,000.00		0.00%	7,500,000.00	3,750,000.00
Retiree Medical & Drug Premiums	3,684,624.82	4,787,946.00	(1,103,321.18)	-23.04%	9,575,900.00	5,891,275.18
<b>Total Post Retirement</b>	<b>7,434,624.82</b>	<b>8,537,946.00</b>	<b>1,103,321.18</b>	<b>12.92%</b>	<b>17,075,900.00</b>	<b>9,641,275.18</b>

<b>Total Wage &amp; Wage Related Expenses</b>	<b>\$ 48,127,167</b>	<b>\$ 53,535,454</b>	<b>\$ 1,356,203</b>	<b>2.53%</b>	<b>\$ 105,124,700</b>	<b>\$ 56,997,533</b>
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SMART - General  
 STATEMENT OF REVENUE AND EXPENSES  
 FUNCTIONAL STATEMENT  
 For the Six Months Ending December 31, 2021

**Operations:**

**Operational Expenses**

**Direct Variable (Vehicle):**

Diesel Fuels	2,754,819.56	3,162,552.00	407,732.44	12.89%	6,325,100.00	3,570,280.44
Gas, Oil, Lubricants, Etc.	151,164.48	263,448.00	112,283.52	42.62%	526,900.00	375,735.52
Repair Parts	1,163,513.82	1,635,006.00	471,492.18	28.84%	3,270,000.00	2,106,486.18
Leased Batteries	0.00	70,200.00	70,200.00	100.00%	140,000.00	140,000.00
Tires	445,329.27	405,996.00	(39,333.27)	-9.69%	812,000.00	366,670.73
Vehicle Liability	3,387,806.89	3,352,356.00	(35,450.89)	-1.06%	6,704,700.00	3,316,893.11
Bus Contract Repairs-Maintenance	697,778.60	537,036.00	(160,742.60)	-29.93%	1,074,100.00	376,321.40
Contract Repairs-Accidents	357.16	19,998.00	19,640.84	98.21%	40,000.00	39,642.84
Towing	69,569.75	92,998.00	23,428.25	25.19%	186,000.00	116,430.25
Other Repair Parts	2,236.46	29,994.00	27,757.54	92.54%	60,000.00	57,763.54
<b>Total Direct Variable (Vehicle)</b>	<b>8,672,575.99</b>	<b>9,569,584.00</b>	<b>897,008.01</b>	<b>9.37%</b>	<b>19,138,800.00</b>	<b>10,466,224.01</b>

**Microtransit**

	1,639,178.49	1,199,400.00	(439,778.49)	-36.67%	2,400,000.00	760,821.51
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**Indirect Variable:**

Fare Collection Costs	139,809.10	283,488.00	143,678.90	50.68%	567,000.00	427,190.90
Route Facilities Maint.	72,075.93	105,097.00	33,021.07	31.42%	188,300.00	116,224.07
Other-Operational	62,070.86	83,502.00	21,431.14	25.67%	167,000.00	104,929.14
<b>Total Indirect Variable</b>	<b>273,955.89</b>	<b>472,087.00</b>	<b>198,131.11</b>	<b>41.97%</b>	<b>922,300.00</b>	<b>648,344.11</b>

**Facilities:**

Utilities	659,634.62	824,330.00	164,695.38	19.98%	1,648,800.00	989,165.38
Contract Bldg Maint	343,626.48	419,508.00	75,881.52	18.09%	839,000.00	495,373.52
Building Maint	42,846.00	105,132.00	62,286.00	59.25%	210,300.00	167,454.00
Other-Maintenance	124,715.78	147,936.00	23,220.22	15.70%	295,900.00	171,184.22
Business Insurance	37,884.00	39,498.00	1,614.00	4.09%	79,000.00	41,116.00
<b>Total Facilities</b>	<b>1,208,706.88</b>	<b>1,536,404.00</b>	<b>327,697.12</b>	<b>21.33%</b>	<b>3,073,000.00</b>	<b>1,864,293.12</b>

<b>Total Operational Expenses</b>	<b>\$ 11,794,417</b>	<b>\$ 12,777,475</b>	<b>\$ 983,058</b>	<b>7.69%</b>	<b>\$ 25,534,100</b>	<b>\$ 13,739,683</b>
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SMART - General  
STATEMENT OF REVENUE AND EXPENSES  
FUNCTIONAL STATEMENT  
For the Six Months Ending December 31, 2021

**Administration, Other, Spec Serv, Contingency:**

**Administration**

General Supplies	97,477.45	191,784.00	94,306.55	49.17%	383,900.00	286,422.55
Professional, Outside Serv	587,461.45	820,740.00	233,278.55	28.42%	1,641,600.00	1,054,138.55
Outside Counsel-non V/L & W/C	196,481.89	150,000.00	(46,481.89)	-30.99%	300,000.00	103,518.11
Computer Maint	90,510.41	372,396.00	281,885.59	75.70%	744,800.00	654,289.59
Marketing Expense	113,408.90	543,744.00	430,335.10	79.14%	1,087,500.00	974,091.10
Other Administration	176,858.85	268,290.00	91,431.15	34.08%	536,900.00	360,041.15
<b>Total Administration</b>	<b>\$ 1,262,199</b>	<b>\$ 2,346,954</b>	<b>\$ 1,084,755</b>	<b>46.22%</b>	<b>\$ 4,694,700</b>	<b>\$ 3,432,501</b>

**Other**

Vehicle Purchase Expense	0.00	216,996.00	216,996.00	100.00%	434,000.00	434,000.00
Depreciation-Eligible	125,400.00	124,998.00	(402.00)	-0.32%	250,000.00	124,600.00
Funded & Capital Grant Transfer	(942.32)		942.32	0.00%		942.32
<b>Total Other</b>	<b>\$ 124,458</b>	<b>\$ 341,994</b>	<b>\$ 217,536</b>	<b>63.61%</b>	<b>\$ 684,000</b>	<b>\$ 559,542</b>

**Special Services:**

Community Credit Exp.	1,991,688.00	1,991,700.00	12.00	0.00%	3,983,400.00	1,991,712.00
POS, Comm Transit Svc & Alloc Overhead	438,666.62	432,492.00	(6,174.62)	-1.43%	865,000.00	426,333.38
<b>Total Special Services</b>	<b>\$ 2,430,355</b>	<b>\$ 2,424,192</b>	<b>(6,163)</b>	<b>-0.25%</b>	<b>\$ 4,848,400</b>	<b>\$ 2,418,045</b>

<b>Contingency</b>	<b>629,701.21</b>	<b>1,999,998.00</b>	<b>\$ 1,370,297</b>	<b>68.51%</b>	<b>\$ 4,000,000</b>	<b>\$ 3,370,299</b>
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Restricted Pass Through Expense (Rev. Match)	4,870,156.83	7,066,188.00	2,196,031.17	31.08%	14,134,000.00	9,263,843.17
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<b>Total Operational &amp; Administration Expenses</b>	<b>\$ 21,111,287</b>	<b>\$ 26,956,801</b>	<b>\$ 5,845,514</b>	<b>21.68%</b>	<b>\$ 53,895,200</b>	<b>\$ 32,783,913</b>
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<b>TOTAL EXPENSES (Wages &amp; Operational)</b>	<b>\$ 69,238,453</b>	<b>\$ 80,492,255</b>	<b>\$ 11,253,802</b>	<b>13.98%</b>	<b>\$ 159,019,900</b>	<b>\$ 89,781,447</b>
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<b>NET INCOME (LOSS)</b>	<b>\$ 4,386,671</b>	<b>\$ (982,747)</b>	<b>\$ 5,369,418</b>			
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SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorization to Approve a Purchase Order Change Action (POCA) #1 –  
Service Adjustments Module to Swiftly, Inc.

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- Whereas, The Suburban Mobility Authority for Regional Transportation (SMART) has a contract with Swiftly, Inc. for Mobility Platform for Transit software; and
- Whereas, The Transportation Department has a need for a Service Adjustments Module; and
- Whereas, A POCA #1 submitted in the amount of \$55,510.00 exceeds the allowable change order threshold, as stipulated in SMART Board Policy No. 1; and
- Whereas, Funding for this POCA in the amount of \$55,510.00 will be funded by operating funds; and
- Whereas, The Director of Finance is satisfied that Swiftly, Inc. has performed under the contract terms and conditions; and
- Whereas, The EEO Department is satisfied that Swiftly, Inc. is in compliance with the equal opportunity/affirmative action policies of the Federal and State government and the affirmative action policies of SMART; now, therefore be it
- Resolved, That the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve POCA # 1 in the amount of \$55,510.00 to Swiftly, 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 February 24, 2022.

\_\_\_\_\_  
Date

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

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

# Swiftly Order Form

<b>Customer</b>	Suburban Mobility Authority for Regional Transportation
<b>Quote Date</b>	January 19th, 2022. Pricing valid through 2/28/22
<b>Effective Date of Service</b>	2/28/22
<b>Contract Term</b>	The exact service term (the "Initial Term"): Seven (7) months (2/28/22 - 9/29/22). All contract terms and conditions can be referenced in the Year 1 order form. This Order Form shall be governed by the Year 1 terms and conditions signed between the parties effective September 30, 2020
<b>Marketing Terms</b>	Willingness to work with Swiftly to develop a case study, mutually agreeable press release, and ability to use your agency as a reference (website, presentations, etc.).

PRODUCT	QTY	UNIT COST	TOTAL COST
<b>Swiftly Metronome</b>			
Service Adjustments Module	260 Buses	\$550 / Year	\$143,000 / Year
<b>Implementation and Integration Services</b>	260 Buses	\$97 / Vehicle	\$25,220 One Time
<i>Q1 2022 Discount</i>			<i>-\$57,200 / Year</i>
<i>Emergency Acquisition Discount</i>			<i>-\$15,860 One Time</i>
		TOTAL SETUP	\$9,360
		TOTAL COST PER YEAR	\$85,800
		SALES TAX	N/A
		TOTAL YEAR 1	\$95,160
		<b>TOTAL FOR PRORATED PERIOD (2/28/22 - 9/29/22)</b>	<b>\$55,510</b>
		TOTAL ANNUAL INCREASE AFTER YEAR 1	5%

## Swiftly Order Form (Signature Page)

**Payment Terms:** Due Net 30. Invoice sent separately. All fees are non-refundable and non-cancellable without Swiftly's written consent.

**\*SMS & Voice Limits:** Up to a combined 5,000 SMS and voice calls are included per month for US customers only. Each additional 5,000 combined SMS and voice calls per month costs \$125.

**Sales Tax:** If your agency is not tax exempt, sales tax may be added to this purchase order. **\*\*UPDATE WITH TAX STATUS**

**Terms of Use:** By signing below, Customer agrees that this Order Form is subject to, and Customer is bound by, the Swiftly SaaS Terms of Service located at: <http://goswift.ly/saas-terms-of-service> (the "Swiftly Terms"). Unless otherwise specifically stated in an Addendum, in the event of a conflict between the Addendum and the Swiftly Terms, the Swiftly Terms shall govern.

### Customer:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address

\_\_\_\_\_  
Billing Contact Name

\_\_\_\_\_  
Billing Email

\_\_\_\_\_  
Billing Phone

### Swiftly, Inc.

\_\_\_\_\_  
Signature

**Rob Gaffney**  
\_\_\_\_\_  
Name

**CFO**  
\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**2261 Market Street #4151**  
**San Francisco, CA 94114**  
\_\_\_\_\_  
Address



SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorize the Board Chair to Award a Two-Month Interim Contract  
for Sludge and Wastewater Removal Services

---

- Whereas, Board authorization is requested to award a two-month interim contract to Birks Works to allow for additional time needed to evaluate the proposals received for solicitation; and
- Whereas, The two-month interim contract with the Birks Works will start March 1, 2022 through April 30, 2022 for an amount of \$21,000; and
- Whereas, Funding for the two-month interim contract is available in the Authority's general fund; and
- Whereas, The Director of Finance is satisfied that Birks Works has the potential to perform under the terms and conditions of the contract; and
- Whereas, The EEO Department is satisfied that Birks Works is in compliance with the equal opportunity and affirmative action laws and policies of the Federal and State governments and SMART; now, therefore be it
- Resolved, That the Suburban Mobility Authority for Regional Transportation is hereby authorized to Award an Interim Contract to Birks Works for Sludge and Wastewater Removal Services starting March 1, 2022 through April 30, 2022 for an amount of \$21,000. All pricing, terms and conditions are based on the current contract and the service shall remain unchanged.

CERTIFICATE

The undersigned duly qualified Board Secretary of the Suburban Mobility Authority for Regional Transportation certifies the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of the Suburban Mobility Authority for Regional Transportation held on February 24, 2022.

\_\_\_\_\_  
Date

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

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

**AGREEMENT BETWEEN THE  
SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION  
AND BIRKS WORKS ENVIRONMENTAL LLC  
FOR SLUDGE AND WASTEWATER REMOVAL SERVICES**

---

This Agreement (“Agreement”) is made 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 Birks Works Environmental LLC (“Vendor”) to issue a Contract to Birks Works Environmental LLC to provide SMART with sludge and wastewater removal services for the entire authority.

The term of the Agreement shall be from March 1, 2022 through April 30, 2022, at which time SMART expects that a new, competitively solicited contract will be awarded.

All terms and conditions of SMART’s RFP 17-2234 Sludge and Wastewater Removal Services Solicitation and Vendor’s Offer for that work shall govern this Agreement, and are incorporated by reference. All terms and conditions in that original offer shall remain unchanged.

This Agreement shall constitute the entire Agreement between the parties hereto and supersede any and all prior agreements, oral or written, except as for otherwise stated herein. Waiver of any breach of this Agreement shall not be construed as a continuing waiver of other breaches of the same or other provisions of this Agreement. This Agreement shall be governed by the laws of the State of Michigan.

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

IN WITNESS WHEREOF the parties have executed this Agreement by their properly authorized signatories:

BIRKS WORKS ENVIRONMENTAL

SMART

\_\_\_\_\_  
By:  
Its:

\_\_\_\_\_  
By: Dwight Ferrell  
Its: General Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_



SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Ratification of Final Payment for Additional  
Automated Passenger Counting Systems

---

- Whereas, The Suburban Mobility Authority for Regional Transportation (SMART) has a contract for an Automatic Passenger Counting System on all fixed route buses; and
- Whereas, SMART purchased an additional 23 APC systems to include installation, antennas, cables and bike rack sensors in 23 articulated new flyer buses; and
- Whereas, The final cost of the additional 23 systems was in excess of the Board POCA #1, therefore a final payment ratification request is submitted in the amount of \$81,190.00; and
- Whereas, Funding for this payment in the amount of \$81,190.00 will be funded via: MI-2018-018 (5307) Project 40840 State Grant 2017-0130 P11; and
- Whereas, The Director of Finance is satisfied that Urban Transit Associates Inc. has performed under the contract terms and conditions; and
- Whereas, The EEO Department is satisfied that Urban Transit Associates Inc. is in compliance with the equal opportunity/affirmative action policies of the Federal and State government and the affirmative action policies of SMART; now, therefore be it
- Resolved, That the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve a final payment for 23 additional APC units in the amount of \$81,190.00 to Urban Transit Associates 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 February 24, 2022.

\_\_\_\_\_

Date

\_\_\_\_\_

Board Secretary

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



SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorization to Award a Contract  
for Optical Insurance & Safety Glass

---

- Whereas, Board authorization is requested to award a three-year contract to Single Vision Solutions Inc. (SVS Vision); and
- Whereas, The three-year contract with SVS Vision will start April 1, 2022 through March 31, 2025 there are two one-year options to be exercise at the sole discretion of SMART; and
- Whereas, Funding for the contract is available in the Authority’s general fund; and
- Whereas, The Director of Finance is satisfied that SVS Vision has the potential to perform under the terms and conditions of the contract; and
- Whereas, The EEO Department is satisfied that SVS Vision is in compliance with the equal opportunity and affirmative action laws and policies of the Federal and State governments and SMART; now, therefore be it
- Resolved, That the Suburban Mobility Authority for Regional Transportation is hereby authorized to Award a three-year Contract with two one-year renewal option for a total amount of \$242,994.00 for Optical Insurance & Safety Glasses to Single Vision Solutions Inc. (SVS Vision).

CERTIFICATE

The undersigned duly qualified Board Secretary of the Suburban Mobility Authority for Regional Transportation certifies the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of the Suburban Mobility Authority for Regional Transportation held on February 24, 2022.

\_\_\_\_\_

Date

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

\_\_\_\_\_

Board Secretary

Bid Tabulation Optical Insurance and Safety Glasses Program RFP# 22-3486 R Rayner PA	SVS Vision Contact: David Cassell <a href="mailto:dcassell@svsvision.com">dcassell@svsvision.com</a>		VSP Vision Care Contact: Keri Duffey <a href="mailto:keri.duffey@vsp.com">keri.duffey@vsp.com</a>	
<p>PROPOSED POLICY TERM: <input type="checkbox"/> 4/1/2022 THROUGH 3/31/2025, with the option of extending for two (2) additional one (1) year periods at the Authority's discretion.</p> <p>DEFINITION OF COVERED PERSONS:          All Permanent, full-time employees and their dependents. There are currently approximately 700+ full-time employees.</p>	<b>Cost per Employee Per Month</b>	<b>Cost per Year Based on 633 contracts</b>	<b>Cost per Employee Per Month</b>	
	Per Employee Year 1	<b>\$6.37</b>	<b>\$48,386.00</b>	<b>No Bid</b>
	Per Employee Year 2	<b>\$6.37</b>	<b>\$48,386.00</b>	<b>No Bid</b>
	Per Employee Year 3	<b>\$6.37</b>	<b>\$48,386.00</b>	<b>No Bid</b>
	Option Year 1	<b>\$6.44</b>	<b>\$48,918.00</b>	<b>No Bid</b>
	Option Year 2	<b>\$6.44</b>	<b>\$48,918.00</b>	<b>No Bid</b>
<b>Five Year Total</b>	<b>\$242,994.00</b>	<b>No Bid</b>	Thank you for providing VSP with a Request for Proposal for SMART. At this time, we are declining to quote as the required processes are not a process that VSP can accommodate.	
* Please note: The pricing component in consideration of the award will be based on both the cost to SMART and the employee copayment amounts  * SVS Vision is the current vendor for SMART's Optical and Safety Glass Program				



SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorization to Approve a Purchase Order Change Action (POCA) #3 –  
Additional Electrical Repair Services

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- Whereas, The Suburban Mobility Authority for Regional Transportation (SMART) has a contract for electrical repair services with Applied Building; and
- Whereas, Maintenance needs additional funding for electrical repair services through the March 31, 2022 contract expiration date; and
- Whereas, When combined with previous POCA, POCA #3 submitted in the amount of \$16,000 exceeds the allowable change order threshold, as stipulated in SMART Board Policy No. 1; and
- Whereas, Funding for this POCA in the amount of \$16,000.00 will be funded by operating funds; and
- Whereas, The Director of Finance is satisfied that Applied Building Services, has performed under the contract terms and conditions; and
- Whereas, The EEO Department is satisfied that Applied Building Services is in compliance with the equal opportunity/affirmative action policies of the Federal and State government and the affirmative action policies of SMART; now, therefore be it
- Resolved, That the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve POCA # 3 in the amount of \$16,000.00 to Applied Building Services.

CERTIFICATE

The undersigned duly qualified Board Secretary of the Suburban Mobility Authority for Regional Transportation certifies the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of the Suburban Mobility Authority for Regional Transportation held on February 24, 2022.

\_\_\_\_\_  
Date

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

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



SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorization to Award to purchase an Upgrade Radio Kit for Emergency Phones

- Whereas, SMART's emergency phones with 3G service were purchased from Case Emergency Systems in 2017. AT&T Wireless is sunsetting their 3G service in February 2022; and
- Whereas, The emergency phones will need to be upgraded to 4G LTE with a radio upgrade kit for the phones to work. The upgraded radio kits can only be purchased from Case Emergency Systems; and
- Whereas, Therefore, the purchase was made through a sole source procurement solicitation. Case Emergency Systems price was determined fair and reasonable; and
- Whereas, Funding in the amount of \$68,200.00 will be funded as follows: Project 40300/42197; Federal Grant MI-2016-025/MI-2020-061 (5307); State Grant 2012-0170 P42/2017-0130 P24; and
- Whereas, The Director of Finance is satisfied that Case Emergency Systems has potential to perform under the contract terms and conditions; and
- Whereas, The EEO Department is satisfied that Case Emergency Systems is in compliance with the equal opportunity/affirmative action policies of the Federal and State governments and the affirmative action policies of SMART; now, therefore be it
- Resolved, That the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve a contract in the amount of \$68,200.00 to Case Emergency Systems.

CERTIFICATE

The undersigned duly qualified Board Secretary of the Suburban Mobility Authority for Regional Transportation certifies the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of the Suburban Mobility Authority for Regional Transportation held on February 24, 2022.

\_\_\_\_\_  
Date

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

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

DATE: February 24, 2022                      DISPOSITION SOUGHT: Board Approval  
TO: SMART Board of Directors              SUBMITTED BY: General Manager  
FROM: Procurement Department              APPROVED BY: Certification Committee

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

### RECOMMENDATION

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

- for Wide Area Network services
- to Crown Castle Fiber located at 755 W. Big Beaver Road, Suite 2040, Troy, MI 48084
- for One Month
- at a Total cost of \$6,200.00

### DISCUSSION

The Board approved Crown Castle Fiber for a new contract for Wide Area Network services on August 26, 2021. The project consists of initially providing Wide Area Network (WAN ) services to SMART and later converting the current 2-layer WAN to a 3-layer network (SD WAN). The Board approved a three-month interim contract on October 28, 2021, that is expiring on February 28, 2022. Due to the complexity of negotiations of the Master and Supplemental Telecommunications Agreements and finalizing the documents, the team is concerned that the final documents will not be ready before February 28, 2022. The one-month interim contract will allow the team time to review and finalize all agreements. All terms and conditions for the service shall remain the same as the current contract, RFP Control No # 16-1949 for the interim contract.

### FUNDING & COSTS:

The project is funded via: Operating Funds

	<b>Cost</b>
One-Month Interim Contract for Wide Area Network	\$6,200.00
<b>Total Max</b>	\$6,200.00

### ATTACHMENTS:

- Resolution

/MP

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

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

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- Whereas, Board authorization is requested to award a one-month interim contract Crown Castle Fiber to allow for additional time needed to review and finalize the master and supplemental telecommunications agreements for the new contract; and
- Whereas, The one-month interim contract with the Crown Castle Fiber is from March 1, 2022 through March 31, 2022 for an amount of \$6,200.00; and
- Whereas, Funding for the one-month interim contract is available in the Authority's general fund; and
- Whereas, The Director of Finance is satisfied that Crown Castle Fiber has the potential to perform under the terms and conditions of the contract; and
- Whereas, The EEO Department is satisfied that Crown Castle Fiber is in compliance with the equal opportunity and affirmative action laws and policies of the Federal and State governments and SMART; now, therefore be it
- Resolved, That the Suburban Mobility Authority for Regional Transportation is hereby authorized to Award a One-Month Interim Contract to Crown Castle Fiber for Wide Area Network from March 1, 2022 through March 31, 2022 for an amount of \$6,200.00. All pricing, terms and conditions are based on the current, previously approved contract and the service shall remain unchanged.

CERTIFICATE

The undersigned duly qualified Board Secretary of the Suburban Mobility Authority for Regional Transportation certifies the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of the Suburban Mobility Authority for Regional Transportation held on February 24, 2022.

\_\_\_\_\_  
Date

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

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