

**SUBURBAN MOBILITY AUTHORITY FOR REGIONAL
TRANSPORTATION
BOARD OF DIRECTORS MEETING**

PROPOSED MINUTES – April 28, 2016

A regular meeting of the Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART) was held on Thursday, April 28, 2016 at 2:00 PM. The meeting was held at the Buhl Building, 535 Griswold, Suite 600, Detroit, MI 48226.

ATTENDANCE

- | | | |
|----------------------------------|---------------|------------------------|
| SMART Board of Directors: | Chairman | Ms. Melissa Roy |
| | Vice-Chairman | Mr. Gerald Poisson |
| | | Mr. Robert Daddow |
| | | Mr. John Paul Rea |
| | | Mr. Abdul Haidous |
| | | Mr. Rudy Hobbs |
| Absent Board Members: | | Mr. Royce Maniko |
| SMART Board Secretary: | | Ms. Tiffany Martin |
| SMART General Manager: | | Mr. John Hertel |
| SMART Staff Present: | | Ms. Colleen Astalos |
| | | Mr. Fred Barbret |
| | | Mr. Ron Beier |
| | | Mr. Chuck Couwlier |
| | | Ms. Lauri Cowhy |
| | | Mr. Robert Cramer |
| | | Ms. Beverly Crockett |
| | | Mr. John Foster |
| | | Ms. Karen Foster |
| | | Mr. Steve Giebel |
| | | Mr. Avery Gordon |
| | | Ms. Melissa Hightower |
| | | Mr. Ian Holme |
| | | Mr. Leonard Jones |
| | | Ms. Carmen Morgan |
| | | Mr. Darrell Taylor |
| | | Ms. Patty Waling |
| | | Ms. Madonna Van Fossen |

Ms. Brenda Ynclan

Public Registered: Passenger

Mr. Eugene Conway

1. Call to Order

Chairman Melissa Roy called the meeting to order at 2:06 PM.

A) Pledge of Allegiance

2. Roll Call

Present: Chairman Melissa Roy, Vice-Chairman Gerald Poisson, Mr. John Paul Rea, Mr. Robert Daddow, Mr. Rudy Hobbs and Mr. Abdul Haidous

Excused Absence: Mr. Royce Maniko ~~and Mr. Rudy Hobbs~~

A quorum was present.

3. Adoption of Agenda

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. John Paul Rea, that the Board amend the agenda for April 28, 2016

DISCUSSION

None

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

4. Certification of Public Notice

The Secretary read the Public Notice into the record.

5. Minutes

Board Meeting Minutes for March 24, 2016

MOTION: Moved by Mr. Gerald Poisson seconded by Mr. John Paul Rea to approve the Board Meeting minutes from March 24, 2016.

DISCUSSION:

None

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

Executive Session Meeting Minutes for March 24, 2016

MOTION: Moved by Mr. Robert Daddow seconded by Mr. Abdul Haidous to approve the Executive Session Meeting minutes from March 24, 2016

DISCUSSION:

None

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

6. Public Participation

Chairman Roy declared the meeting open for public participation.

DISCUSSION:

None

7. Chairman's Report

DISCUSSION:

Chairman Roy thanked the Board members for ~~putting together a letter regarding communication and the RTA campaign.~~ their support in expressing concerns with the RTA's negative campaign. She said it is important that they recognize the hard work of all SMART employees.

8. General Manager's Report

DISCUSSION:

Mr. Hertel informed the Board he met ~~twice~~ with Paul Hillegonds regarding the response letter to the RTA. He ~~thanked the Board for their letter of support to the RTA.~~ thanked the Board for their support of SMART through their letter to the RTA.

He then reported on the following:

- Continued work with the Buhl Building on the -lease renewal proposal, continued research on new lease options for SMART administrative offices.

- Continued work with SMART and DDOT staff on details on Reflex service and implementation schedule, now projected to be September 1st.
- Continued coordination with DDOT and the City of Southfield regarding transit service and transfer areas around the Northland Mall area.
- Met with several stakeholders involved in growing the partnership between the City of Pontiac, Pontiac Schools, and Oakland University.
- Currently have 19 refurbished DDOT busses on the roead every day.
- GilligHLLIG has started building new busses from SMART's 59 bus order. They will be in service this summer.

Human Resources

- Began a new hire Fixed Route training class for 16 drivers on March 28, 2016.
- 1 Maintenance Coordinator & Trainer, 1 Supervisor of Material Control, 1 Assistant Mechanic and 1 Stockperson will retire in April, 2016.
- The vacant Labor & Employee Relations Specialist position was filled.. (filled by external candidate Kevin Lynch)

9. New Business

A. Resolution: Authorization to Award a Contract for Third-Party Administrator for Workers' Compensation Insurance

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. Paul Rea, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a contract for TPA services to the ASU Group. The annual contract amount will vary depending on the number of claims. The Authority's FY2016 budget includes \$125,000 for this contract. The contract is for a three-year term with two renewal options of one year each.

DISCUSSION:

Mr. Poisson asked if ASU Group was the incumbent. Mr. Foster's² response was "Yes".

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

B. Resolution: Authorization to Award a Contract for Advertising Services

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 the contract for advertising services to The Berline Group.

The contract is for a three-year term with two renewal options of one-year each. The first year of the contract is not to exceed \$300,000. The total cost for the three-year term is not to exceed \$900,000. The value of the contract if all option years are exercised is not to exceed \$1,500,000.

DISCUSSION:

None

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

C. Resolution: Authorization to Amend the Bus Tire Lease Contract for an Additional Six Months

MOTION: Moved by Mr. Abdul Haidous, seconded by Mr. John Paul Rea, that the Board adopt the resolution authorizing the General Manager to amend the current contract with Goodyear Tire & Rubber Company for an additional six month period. The term would be extended to October 1, 2016 at an estimated additional cost of \$396,500.

DISCUSSION:

Chairman Roy asked why was there were a high number of questions. Mr. Couwlier ~~stated the last time informed the Board that the last time we did this solicitation~~ SMART did this solicitation for the current contract ~~—that is expiring~~ there were ~~approx~~ approximately 50 requests for clarifications or deviations to the contract. All of those were changes were ~~We~~ incorporated ~~all of those changes from last time~~ into the current solicitation and there ~~are~~ is ~~approx~~ imately ~~30~~ more requests for clarifications and or deviations. Mr. Couwlier ~~I~~ stated it was indicative to this type of procurement due to the amount of liability associated with the leasing of Bus Tires.

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

D. Resolution: Authorization to Award Requirements Contract for Concrete Bus Stop Pads

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Abdul Haidous, that the General Manager of the Suburban Mobility Authority for Regional Transportation (SMART) is hereby authorized to award a requirements contract to install concrete bus stop pads to Luigi Ferdinandi and Sons Concrete Company, Inc. The total amount of the contract is estimated to be \$75,000.

DISCUSSION:

Mr. Hobbs requested clarification on an “Invitation for Bbid”. An Invitation for Bbid is a sealed bidding process where price is the determining factor as long as the bBid submitted is responsive and responsible.

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

10. Board Member Business

DISCUSSION:

Mr. Hobbs stated that he knows safety is a top priority for SMART. Hhe requested the bus stop in front of the Bank of America at 13 Mile and Telegraph be made into a safer location for passengers. He suggested lighting in that area be is installed.

Adjournment

There being no further business to come before the Board, upon motion duly made by Board member Mr. Gerald Poisson, seconded by Mr. John Paul Rea, and unanimously carried, the meeting adjourned at 2:28 PM.

Respectfully submitted,

Tiffany C. Martin-Patterson
Secretary to the Board of Directors