

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

APPROVED MINUTES – July 23, 2015

A regular meeting of the Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART) was held on Thursday, July 23, 2015 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	Mr. Abdul Haidous
	Vice-Chairman	Mr. Jerry Moffitt
		Mr. Robert Daddow
		Mr. Rudy Hobbs
		Mr. Gerald Poisson
		Ms. Melissa Roy
Absent Board Member:		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
		Ms. Michelle Busuito
		Mr. Chuck Couwlier
		Ms. Lauri Cowhy
		Mr. Robert Cramer
		Mr. John Foster
		Mr. Steve Giebel
		Mr. Avery Gordon
		Mr. Leonard Jones
		Mr. Austen Michaels
		Mr. Keith Taylor
	Mr. Darrell Taylor	
	Ms. Madonna Van Fossen	
	Ms. Brenda Ynclan	

Public Registered:

Mr. Eugene Conway

1. Call to Order

Chairman Abdul Haidous called the meeting to order at 2:02 PM.

A) Pledge of Allegiance

2. Roll Call

Present: Chairman Abdul Haidous, Vice-Chairman Jerry Moffitt, Mr. Robert Daddow, Mr. Gerald Poisson, Mr. Rudy Hobbs and Ms. Melissa Roy

A quorum was present.

3. Adoption of Agenda

MOTION: Moved by Mr. Robert Daddow, seconded by Mr. Jerry Moffitt, that the Board adopt the agenda for the July 23, 2015 Board meeting.

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. Approval of Minutes

Board Meeting Minutes for June 25, 2015

MOTION: Moved by Mr. Robert Daddow, seconded by Mr. Gerald Poisson to approve the SMART Board meeting minutes from June 25, 2015.

DISCUSSION:

None

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

6. Public Participation

Chairman Haidous declared the meeting open for public participation.

DISCUSSION:

None

7. Chairman's Report

DISCUSSION:

None

8. General Manager's Report

DISCUSSION:

Mr. Hertel reported on the following:

- Continued contract negotiations with UAW Local 771; SMART provided its final offer on May 29th which was rejected by the UAW membership on June 7th; negotiation sessions were scheduled for July 1st and July 17th.
- Manager of Connector Services (filled by internal candidate Fred Ike)
- Capital and General Ledger Accountant (filled by internal candidate Tianna Debose)
- Dispatcher/Inspector (filled by internal candidate Gladys Leonard)
- Attended meetings with Dan Dirks, Detroit Department of Transportation and Michael Ford, Regional Transit Authority

9. New Business

A. Authorization to Award a Contract for Vehicle Paint and Painting Supplies

MOTION: Moved by Mr. Jerry Moffitt, seconded by Ms. Melissa Roy, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a requirements contract for bus paint and supplies to Automotive Color Supply, Inc. of Roseville, MI. The contract is for a three-year term. The annual amount is estimated to be \$80,000. The total amount of the contract for the three-year term is estimated to be \$240,000.

DISCUSSION:

Mr. Moffitt wanted to know how the vendor's original bid was \$61,000 but resulted in being \$80,000.

Mr. Couwlier informed the Board the \$61,000 figure is the accumulative total of frequently used items that SMART actually put on the solicitation; however, there are also other items that were used to make up the total yearly volume. The yearly volume last year was approximately \$80,000 therefore \$61,000 was the cumulative total of frequently used items competitively bid against each other

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

B. Authorization to Award a Contract for the Purchase of Driver Seats and Passenger Seat Inserts

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. Jerry Moffitt, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a contract for driver seats and passenger seating inserts for 40 New Flyer buses. The contract is a fixed price for a one-time purchase at an estimated amount of \$214,132.

DISCUSSION:

Mr. Poisson voiced his concerns regarding the few vendors bidding on SMART's contracts. He asked if there was a short time period for bidding on the contract. Mr. Couwlier informed the Board that because Gillig and New Flyer have an advantage, other vendors did not think they could compete with their pricing.

Mr. Moffitt asked if the financial statements required by SMART are also required by other agencies. Mr. Gordon explained the FTA and SMART's policies require the Authority to request financial documentation from contractors. The contractor has to convince SMART's Finance Department that they are financially sound enough to perform the contract. Some of the vendors were disqualified because they did not want to provide their financial statements.

Mr. Moffitt requested SMART look into a tier process.

Mr. Hertel informed the Board he has asked Mr. Cramer to meet with Staff to discuss how the bidding process could be streamlined while staying within FTA guidelines. He will keep the Board informed of any progress made.

Chairman Haidous asked, "If the contractor can submit a bond, would this be satisfactory to SMART?" Mr. Gordon stated in place of audit statements, the solicitation process offers the option of a bond. An Asurety bond and a letter of credit would be satisfactory to SMART.

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

C. Authorization to Award a Contract for Support and Road Supervision Vehicles

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. Jerry Moffitt, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a contract to Jorgensen Ford Sales for the purchase of three support vehicles. The total amount of the contract is \$78,500.

DISCUSSION:

Ms. Roy asked why eight vendors downloaded the RFP, but only one responded. Mr. Cramer stated one of the reasons vendors did not respond to the bid was due to the dealerships not having enough time to respond. The paperwork is extensive and some of the dealerships do not have the staff to complete the paperwork.

Chairman Haidous suggested that SMART look into making the bidding process friendlier.

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

D. Authorization to Approve a Change Order for the Wayne Parking Lot Concrete Overlay Project

MOTION: Moved by Mr. Jerry Moffitt, seconded by Ms. Melissa Roy, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a contract change order for full depth reconstruction of Phase 1 of the Wayne Terminal parking lots to Hartwell Cement Company for an amount not to exceed \$126,549.

DISCUSSION:

None

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

10. Executive Session

Roll Call

Present: Chairman Abdul Haidous, Vice-Chairman Jerry Moffitt, Mr. Robert Daddow, Mr. Gerald Poisson, Mr. Rudy Hobbs and Ms. Melissa Roy

MOTION: Moved by Mr. Gerald Poisson, seconded by Ms. Melissa Roy, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation **proceed**

into Executive Session to discuss the negotiations for our collective bargaining agreements and a litigation settlement.

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

DISCUSSION:

Confidential

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

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. Jerry Moffitt, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation hereby authorizes the move to **proceed out** of Executive Session.

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

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. Robert Daddow, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation to direct General Counsel to proceed in accordance with the discussion in Executive Session with respect to the Workers' Compensation claim that was discussed.

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

11. Board Member Business

DISCUSSION:

Mr. Rudy Hobbs, Wayne County Board Member requested the bus shelter in front of the Guardian Building on Griswold Street, where Wayne County has its offices, be cleaned. Mr. Keith Taylor, Director of Maintenance agreed to have the bus shelter cleaned.

Adjournment

There being no further business to come before the Board, upon motion duly made by Board member Mr. Gerald Poisson, seconded by Ms. Melissa Roy, and unanimously carried, the meeting adjourned at 2:37 PM.

Respectfully submitted,

Tiffany C. Martin
Secretary to the Board of Directors