

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

APPROVED MINUTES – January 26, 2017

A regular meeting of the Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART) was held on Thursday, January 26, 2017 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. Gerald Poisson
 Vice-Chairman Mr. Abdul Haidous
 Mr. Robert Daddow
 Mr. John Paul Rea
 Ms. Melissa Roy

SMART Absent Board Members: Mr. Royce Maniko
 Mr. Rudy Hobbs

SMART Board Secretary: Ms. Tiffany Martin-Patterson

SMART General Manager: Mr. John Hertel

SMART Staff Present: Ms. Colleen Astalos
 Mr. Cornell Batie
 Mr. Ron Beier
 Ms. Michelle Busuito
 Ms. Lauri Cowhy
 Ms. Beverly Crockett
 Mr. Robert Cramer
 Mr. Stephen Dobbins
 Mr. Mel Evans
 Mr. John Foster
 Ms. Karen Foster
 Mr. Avery Gordon
 Mr. Joni Hyska
 Mr. Austin Michaels
 Mr. Justin Miller
 Mr. Darrell Taylor

Mr. Tony Vinson
Ms. Malindia Westbrook
Ms. Brenda Ynclan

Public Registered:

Passenger
AECOM
TRIPPLE “L”
TRIPPLE “L”
Motor City Freedom Riders
Motor City Freedom Riders
Motor City Freedom Riders
Mackinaw Administration

Mr. Eugene Conway
Mr. Josh Bocks
Mr. Michael Bartow
Mr. William Aaron
Mr. Joel Batterman
Brother Thomas Zerafa
Mr. Mason Herson-Hort
Mr. Bill Brown

1. Call to Order

Chairman Gerald Poisson called the meeting to order at 2:09 PM.

A) Pledge of Allegiance

2. Roll Call

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

Absent: Mr. Rudy Hobbs and Mr. Royce Maniko

A quorum was present.

3. Adoption of Agenda

MOTION: Moved by Mr. John Paul Rea, seconded by Ms. Melissa Roy, to approve the Agenda for January 26, 2017 with an update to Agenda Item E, Authorization to Award an Interim Contract for Propane Fuel changing the agenda item from Interim to a full contract.

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

A. Meeting Minutes for November 30, 2016

MOTION: Moved by Mr. John Paul Rea seconded by Mr. Robert Daddow to receive the Board Meeting minutes from November 30, 2016.

DISCUSSION:

None

6. Public Participation

Chairman Poisson declared the meeting open for Public Participation.

DISCUSSION:

- **Mr. Joel Batterman, Motor City Freedom Riders** - Mr. Batterman requested SMART restore service.
- **Mr. Michael Bartow, Tripple "L"** – Presented the Board with a proposal to expand SMART into the future of technical transportation.
- **Eugene Conway, Passenger** – Mr. Conway informed the Board I-75 is closing.
- **Brother Zerafa, Passenger** – Brother Zerafa thanked SMART for the RFLEX service and requested expanded service on the Grand River Corridor.

7. Chairman's Report

DISCUSSION:

Mr. Poisson thanked Staff for their service.

8. General Manager's Report

DISCUSSION:

Mr. Hertel reported on the following:

- Assisted in City of Troy in launching the Big Beaver shuttle December 19, 2016
- Completed discussion with Buhl Building to secure lease extension.

- Review of Procurement process at SMART with various department personnel.
- Hired a Revenue Accountant to replace recent retiree.

Filled Positions:

- Revenue Accountant
- Bus Video & Telecommunications Coordinator
- Service Lane Supervisor
- 2 Road Supervisors
- 4 Assistant Mechanics
- 5 Coach Service Attendants

9. New Business

A. Resolution: [Revised] Authorization to Award a Contract for HVAC Preventative Maintenance and Repair Services

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Abdul Haidous, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a service contract for preventative maintenance, minor repairs, and associated repairs parts to maintain SMART's HVAC Systems to Johnson Controls, Inc. The contract term is for three years with two renewal options of one year each. The maximum five-year total is not to exceed \$920,000.00.

DISCUSSION:

None

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

B. Resolution: Authorization to Award a Contract for Microsoft Dynamic Great Plains Software Consulting

MOTION: Moved by Mr. Abdul Haidous, seconded by Ms. Melissa Roy, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a contract for Software Consulting to FutureNet Group. The Contract is for a three year term with two one-year options. The first year amount of the contract is not to exceed \$60,000. The total cost for the three-year term is not to exceed \$146,000. The five year total is not to exceed \$236,000.00.

DISCUSSION:

Ms. Roy asked where FutureNet was located. Mr. Evans, IT Manager informed the Board the company is located in Detroit.

Mr. Daddow said that it appears that most of the work will be done up front, he wanted to know if the work will be ratable throughout the contract. Mr. Evans explained that the contract has an amounts for a system review, annual onsite training, and annual support time.

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

C. Resolution: Authorization to Purchase One 29 ft. Low Floor Hybrid Bus for Lake Erie Transit Commission (LETC)

MOTION: Moved by Ms. Melissa Roy, seconded by Mr. John Paul Rea, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to purchase one Low Floor Hybrid bus for (LETC) from Gillig LLC. The total value of the purchase is \$638,196.00.

DISCUSSION:

None

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

D. Resolution: Authorization to Award a Contract for Office Supplies

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 requirements contract for office supplies and paper to Office Depot Inc. The contract is for a three-year term with two renewal options of one year each. The annual cost for this contract based on the estimated usage of supplies and paper in the first year is \$70,000. The three-year cost of the contract is estimated to be \$210,000. In option years one and two the annual costs are estimated to be \$70,000 for each year respectively. The addition of both options increases the contract amount to an estimated \$350,000.00.

DISCUSSION:

None

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

E. Resolution: Authorization to Award an Interim Contract for Propane Fuel

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Abdul Haidous, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a contract for provision of Liquefied Petroleum Gas (LPG) to Oakland Fuels. The contract is for a one year term. The amount of the contract is estimated to be \$530,000.00.

DISCUSSION:

Chairman Poisson asked what the range was of annual fluctuation for the contract. Mr. Cramer, informed the Board based on the contract it is about 15 cents.

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

F. Resolution: Authorization to Award an Interim Contract for Bus Shelter Maintenance Repairs, Installations and Glass Repairs

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Abdul Haidous, that the Board adopt the resolution authorizing the General Manager to award an interim contract with Christy Glass Co. for six months. The contract would provide service through July 31, 2017 for a cost not to exceed \$60,000.00.

DISCUSSION:

The Chairman asked if SMART has to pay for the replacement materials. Mr. Cramer explained the contract is only to pay for maintenance and that, SMART will be responsible for the purchase of materials.

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

G. Resolution: Authorization to Award an Interim Contract for the Printing and Delivery of Timetables

MOTION: Moved by Mr. John Paul Rea, seconded by Ms. Melissa Roy, that the Board adopt the resolution authorizing the General Manager to award an interim contract with Accuform Printing and Graphics, Inc. for five months. The contract would provide service through July 31, 2017 for a cost not to exceed \$40,000.

DISCUSSION:

Chairman Poisson asked if Accuform handles the Braille printing for SMART. Ms. Gibbons explained SMART's Braille printing is handled through an outside company, however large print schedules are produced within SMART. She also informed the Board that schedules are printed on an as needed basis.

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

10. Executive Session

Roll Call

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

MOTION: Moved by Mr. Robert Daddow, seconded by Mr. John Paul Rea, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation, **proceed into** Executive Session to discuss union negotiations and to discuss pending litigation.

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

DISCUSSION:

Confidential

MOTION: Moved by Ms. Melissa Roy, seconded by Mr. John Paul Rea, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation, **proceed out** of Executive Session.

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

[Authorization to Settle a Civil Rights Litigation](#)

MOTION: Moved by Vice Chairman Abdul Haidous, seconded by Mr. John Paul Rea, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation hereby direct General Counsel to proceed in accordance with the discussion in Executive Session with respect to the Civil Rights Litigation claim that was discussed.

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

11. Board Member Business

DISCUSSION:

Vice Chairman Haidous wished everyone a Happy New Year and thanked Mr. Hertel for his leadership.

Adjournment

There being no further business to come before the Board, upon motion duly made by Board member Mr. John Paul Rea, seconded by Ms. Melissa Roy, and unanimously carried, the meeting adjourned at 3:06 PM.

Respectfully submitted,

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