



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

# **Board of Directors Meeting**

*July 22, 2021*



**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: July, 22 2021**

CHAIRMAN, MR. KHALIL RAHAL

VICE-CHAIRWOMAN, MS. VICKI WOLBER

MS. HILARIE CHAMBERS

MR. ABDUL HAIDOUS

MR. ROYCE MANIKO

MR. BRET RASEGAN

MR. JOHN PAUL REA

Tiffany Martin-Patterson, SMART Board Secretary



**SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION**

**BOARD OF DIRECTORS MEETING**

**THURSDAY, JULY 22, 2021**

**2:00 PM**

**A G E N D A**

<u>ITEM:</u>	<u>ACTION:</u>	<u>PRESENTER:</u>
1. Call to Order		K. Rahal
A) Pledge of Allegiance		
2. Roll Call		T. Martin
3. Adoption of Agenda	Approval	K. Rahal
4. Certification of Public Notice	Information	T. Martin
5. Minutes: June 24 Board Meeting	Approval	K. Rahal
6. Public Participation	Discussion	K. Rahal
7. Chairman's Report	Information	K. Rahal
8. Deputy General Manager's Report	Information	R. Cramer
9. New Business		
A) Resolution: Authorization to Award a Contract for Computer Network Hardware and Software	Approval	R. Cramer
B) Resolution: Authorization to Award a Contract for Information Post Box Sign Holders	Approval	R. Cramer
C) Resolution: Authorization to Award a Contract for Sign Poles and Anchor Sleeves	Approval	R. Cramer
D) Resolution: Authorization for a Purchase Order Change Action (POCA # 1) for Additional Microtransit Pilot Service	Approval	R. Cramer
E) Resolution: Approval of FY 2022 Unified Work Program	Approval	R. Cramer
F) Resolution: Authorization to Enter into Contract for Purchase and Installation of Connected Vehicle Roadside Units in coordination with Macomb Co. <i>to be sent under separate cover</i>	Approval	R. Cramer
10. Board Member Business	Discussion	K. Rahal
11. Adjournment	Approval	K. Rahal



## Suburban Mobility Authority for Regional Transportation

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

### **PUBLIC NOTICE**

Per the City of Detroit Emergency Declaration, SMART will hold the July 22, 2021 Board of Directors meeting by public conference call at 2:00 p.m. The agenda can be found here:

<http://www.smartbus.org/About/Our-Organization/Board-of-Directors/Board-Meeting-Schedule>

Members of the public are invited to attend virtually and may participate at the public comment period.

Via smartphone, tablet or computer, please click or type this URL in a web browser to join:

<https://smartbus.zoom.us/j/92194836829>

Via phone only, please dial: 888-788-0099 (Toll Free)

Webinar ID: 921 9483 6829 (no password required)

For those unable to participate remotely, you may 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 meeting, contact SMARTBoard@smartbus.org or 248-419-7912 and we will assist you to the best of our abilities.

### **RULES OF ORDER**

The Governor's Executive Order related to the Open Meeting Act requires Rules of the Meeting be established. The following rules are proposed by staff, and may be changed at the meeting by the Board:

- Quorum will be met when there is at least one member from Oakland, Macomb and Wayne counties, AND four or more total participants on the conference call.
- All board votes will be done by Roll Call, called out by the Board Secretary and listed on the shared screen.
- All attendees will be on mute except Board Members and participating staff, except during PublicComment.
- Public Comment will proceed as follows:
  - All comments: 5 minute limit per member of the public. Kindly state your name and city of residence.
  - Those on web: use raise hand feature in Zoom, each raised hand will be unmuted to make comments.
  - Those only on phone: raise hand on phone (press \*9), each raised hand will be unmuted to make comments.
  - Written comments via email: After verbal comments, the Board Secretary will read any submitted comments received via the official SMART Board public comment email.
- Executive Session will be handled by having the Board members call into a separate line with access only by Board members and Board secretary (and any other staff that are requested by the Board in the session).



# SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

## BOARD OF DIRECTORS MEETING

### PROPOSED MINUTES – June 24, 2021

A meeting of the Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART) was held on Thursday, June 24, 2021 at 2:04 PM. The meeting was held via a digital public video conference.

#### ATTENDANCE

<b>SMART Board of Directors:</b>	Chairperson Pro Tem	Mr. Abdul Haidous Ms. Hilarie Chambers Mr. Royce Maniko Mr. Bret Rasegan Mr. John Paul Rea
<b>Absent Board Members:</b>	Chairperson Vice-Chairperson	Mr. Khalil Rahal Ms. Vicki Wolber
<b>SMART Board Secretary:</b>		Ms. Tiffany Martin-Patterson
<b>SMART General Manager:</b>		None
<b>SMART Staff Present:</b>		Ms. Beverly Anderson Mr. Fred Barbret Mr. Darren Beach Mr. Ronald Beier Ms. DeShalon Brownlee Mr. Ryan Byrne Ms. Sabrina Clay Mr. Austin Colson Mr. Robert Cramer Mr. Dennis Ellis Mr. Melvin Evans Ms. Beth Gibbons Mr. Avery Gordon Ms. Sarah Gryniewicz Mr. Dustin Hagfors Ms. Melissa Hightower Mr. Ian Holme Ms. Lynette Hurt

Mr. Joe Kim  
Ms. Amy May  
Ms. Anika Parker  
Mr. Michael Patten  
Ms. Nichole Peters  
Ms. Lacey Shepard  
Ms. Shana Shore  
Ms. Leeya Sutter  
Mr. Darrell Taylor  
Mr. Andy Thorner  
Ms. Madonna Van Fossen  
Mr. Tony Vinson  
Ms. Patty Wailing  
Mr. Mark Watson  
Ms. Brenda Ynclan  
Mr. Duane Yuille

**Public Registered:**

City of Ferndale  
HRC  
Passenger  
Passenger  
Passenger  
Transit Riders United

Mr. Justin Lyons  
Mr. Patrick Haire  
Mr. Patrick Cooper-McCann  
Mr. Marlon Moore  
Mr. Robert Pawlowski  
Mr. Andre Ladipaolo  
Mr. Craig Schwartz  
Mr. John Swatosh

**1. Call to Order**

A) Pledge of Allegiance

**2. Roll Call**

**Present:** Ms. Hilarie Chambers, Mr. Abdul Haidous, Mr. Royce Maniko, Mr. Bret Rasegan, and Mr. John Paul Rea

**Absent:** Chairperson Mr. Khalil Rahal and Vice-Chairperson Ms. Vicki Wolber

**A quorum was present.**

### **3. Public Notice and Rules of Order**

The Secretary read the Public Notice and Rules of Order into the record.

### **4. Adoption of Agenda**

**MOTION:** Moved by Ms. Hilarie Chambers, seconded by Mr. Bret Rasegan, to approve the amended Agenda for the June 24, 2021 Board meeting.

#### **DISCUSSION**

Ms. Chambers requested the Agenda be amended to review the evaluation of the General Manager's applications during Executive Session.

**VOTE: THE MOTION CARRIED.**

### **5. Minutes**

#### **A. Regular Board Meeting Minutes for May 27, 2021**

**MOTION:** Moved by Mr. John Paul Rea, seconded by Mr. Bret Rasegan, to approve the Board meeting minutes for May 27, 2021.

#### **DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

### **6. Public Participation and Public Hearings**

Chairperson Pro Tem Mr. Abdul Haidous declared the meeting open for Public Participation and Public Hearings.

#### **A. Public Participation**

➤ **Mr. Marlon Moore** - Passenger

#### **DISCUSSION:**

Via email, Mr. Moore provided support for SMART's new Groesbeck Route 525. He recommended Grand River Route 305 be extended to Twelve Oaks Mall in Novi and FAST service be added to Grand River.

- **Mr. Robert Pawlowski** - Passenger

**DISCUSSION:**

Mr. Pawlowski requested changes be made to Woodward Route 450 & 13/14 Mile Route 760. He also requested additional service to all of the Park and Ride routes and expand the SMART Flex Service. He concluded his comment with providing additional support for Robert Cramer to be appointed as SMART's next General Manager.

- **Mr. Justin Lyons** – City of Ferndale Planning Manager

**DISCUSSION:**

Mr. Lyons voiced his support for the changes to Main Street Route 430.

**7. Chairperson's Report**

**DISCUSSION:**

None

**8. Deputy General Manager's Report**

Ms. Leeya Sutter, Director of Human Resources, reported that SMART's Legal Department has experienced a considerable amount of recent departures due to resignations and retirements. Chairperson Mr. Khalil Rahal has requested staff conduct an analysis of the incidents leading up to the recent departures

Mr. Robert Cramer, Deputy General Manager, reported on the following:

**SMART Celebrates Pride Month and Juneteenth**

**SMART Drive-Thru Job Fair**

- Saturday, June 26, 2021
- Open to the Public from 1PM – 4PM
- Register online before you stop by: <https://bit.ly/3gdZzze>
- Registration not required, just speeds up the process!

**Articulated Bus Design Promo**

- 10-12 of the 23 = FAST
- Unwrapped = simple white paint
- "SMART Fans" have spotted training buses out and about
- SMART will be running all white for July with web site and prompt to give feedback on designs
- Great opportunity to showcase new buses and SMART

### **COVID Updates**

- Federal Mask Mandate remains in effect through September
- DDOT and SMART will be removing capacity restrictions on Fixed Route July 1
- SMART is tracking other implications of rules changes on our operation and adjusting accordingly
- Updated COVID Playbook will be released shortly

### **SMART Flex**

- Vaccine Zone Service will end July 1
- Connector will still help facilitate vaccine rides
- Next Steps: Possible additions to pilot zones
- Accounts created: ~2,000 (250 active riders)
- Daily ridership: ~180 rides (2.3 rides/rider)
- Average ride: 12 minutes / 4.2 miles
- Street teams, event promos, marketing ramping up

## **9. New Business**

### **A. Resolution: SMART PATH Plan Fixed Route Service Changes for September 21, 2021**

**MOTION:** Moved by Mr. John Paul Rea, seconded by Mr. Royce Maniko, that the third set of major Fixed Route service changes from the SMART PATH Plan Phase I are approved by the Board of the Suburban Mobility Authority for Regional Transportation and the changes can be finalized and implemented by staff at the September 2021 regular service change.

#### **DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

### **B. Resolution: Authorization to Award a Contract for TPA Workers' Compensation Insurance**

**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 three-year contract for TPA Workers' Compensation Insurance in the amount of \$248,355.00 with two 1-year renewal options of \$83,785.00 per year for a total contract amount of \$425,925.00 to ASU.

#### **DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**C. Resolution: Ratification of Exigency Purchase of Macomb Terminal Security Service**

**MOTION:** Moved by Mr. John Paul Rea, seconded by Mr. Royce Maniko, that the Suburban Mobility Authority for Regional Transportation Board of Directors hereby ratifies the exigency purchase of security services at the Macomb Terminal in the amount of \$14,830.00 to Prudential Security, Inc.

**DISCUSSION:**

Chairperson Pro Tem Mr. Abdul Haidous asked if the security will secure the entire parameter of the Macomb Terminal. Mr. Robert Cramer confirmed they would.

**VOTE: THE MOTION CARRIED.**

**D. Resolution: Authorization for POCA #11: Additional Fueling System Improvements & Macomb Pavement Reconstruction Changes**

**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 POCA #11 in the amount of \$187,842.50 to R.W. Mercer Co.

**DISCUSSION:**

Mr. Royce Maniko asked if there were any contingency funds for the project. Mr. Robert Cramer stated the contingency funds were exhausted, but SMART has grant funding available for the project.

**VOTE: THE MOTION CARRIED.**

**E. Resolution: Authorization for POCA #5: Electrostatic Spraying Services**

**MOTION:** Moved by Mr. Bret Rasegan, seconded by Ms. Hilarie Chambers, that the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve a POCA #5 in the amount of \$143,034.12 to Du-All Cleaning, Inc.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**F. Resolution: Authorization for POCA #2 Trapeze OPS: Terminal Display Boards**

**MOTION:** Moved by Mr. John Paul Rea, seconded by Ms. Hilarie Chambers, that the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve POCA #2 in the amount of \$50,326.00 to Trapeze.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**G. Resolution: Authorization to Award a Four-Month Interim Contract for General Advertising Services**

**MOTION:** Moved by Mr. Bret Rasegan, seconded by Mr. John Paul Rea, that the Suburban Mobility Authority for Regional Transportation is hereby authorized to Award an Interim Contract to Berline Group for General Advertising Services starting July 1, 2021 through October 31, 2021 for an amount of \$200,000.00. All terms and conditions of the contract for the services shall remain unchanged.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**H. Resolution: Amendment to the FY2020/21 General Operating Budget – CARES Act Funding and COVID-19 Related Expenses**

**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 hereby approves the budget amendment outlined in the Director of Finance communication to the Board “Amendment to the FY2020/21 General Operating Budget – CARES Act Funding and COVID-19 Related Expenses” dated June 24, 2021 and hereby increases the line item as follows:

Revenues – New \$12,000,000.00

Expenses – Various \$10,995,000.00

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**I. Resolution: Amendment to the FY2020/21 General Operating Budget – Pension and Healthcare OPEB Budget Reclassification**

**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 hereby approves the budget amendment outlined in the Director of Finance communication to the Board “Amendment to the FY2020/21 General Operating Budget – Pension and Healthcare OPEB Budget Reclassification” dated June 24, 2021 and hereby increases the line items as follows:

Expenses – Various \$0

**DISCUSSION:**

Mr. Maniko asked if the funds were included in SMART’s pension program. Mr. Ryan Byrne, Director of Finance, stated no.

**VOTE: THE MOTION CARRIED.**

**J. Resolution: FY2022 Board of Directors Meeting Schedule and Standing Resolution Setting Regular Board Meetings**

**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 adopts the foregoing meeting schedule as its own for FY2022.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**K. Resolution: Approval of Labor Agreement between the Suburban Mobility Authority for Regional Transportation and UAW Local 771 (Maintenance Employees)**

**MOTION:** Moved by Mr. John Paul Rea, seconded by Mr. Bret Rasegan, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation approve the Agreement between the UAW Local 771 and the Suburban Mobility Authority for Regional Transportation, effective June 18, 2021 through December 31, 2022.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

## 10. Executive Session

**MOTION:** Moved by Mr. John Paul Rea, seconded by Mr. Royce Maniko, to move into Executive Session to discuss contract negotiations and the General Manager's search evaluation.

**DISCUSSION:**

Confidential

**VOTE: THE MOTION CARRIED.**

**MOTION:** Moved by Mr. John Paul Rea, seconded by Mr. Royce Maniko, move out of Executive Session.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

**MOTION:** Moved by Mr. John Paul Rea, seconded by Mr. Bret Rasegan, to move that the Board of Directors of the Suburban Mobility Authority for Regional approve the Agreement between the UAW, Local 771 and the Suburban Mobility Authority for Regional Transportation.

**DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.**

## 11. Board Member Business

**DISCUSSION:**

Mr. Royce Maniko asked Mr. Robert Cramer if he researched Monroe County and the surrounding area to see if they are eligible for the \$50,000.00 in urbanized funding. Mr. Cramer informed the Board he did not have a final answer as he is waiting to hear back from the Federal Transit Agency.

**Adjournment**

There being no further business to come before the Board, upon motion made by Mr. John Paul Rea, seconded by Ms. Hilarie Chambers, and unanimously carried, the meeting adjourned at 3:38 PM.

Respectfully submitted,

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



SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorization to Award a Contract for Computer Network Hardware  
and Software Upgrade

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- Whereas, SMART requires a network upgrade to replace aging equipment and to improve network security and access. The networking infrastructure needed are the next generation firewalls, end-point network switches, and wireless access points hardware, cables and software licenses.
- Whereas, A Request for Proposal (RFP) was advertised and posted on MITN. Nine proposals were received. Four proposals were determined not to be not responsive and not responsible; and
- Whereas, An evaluation and selection committee was appointed by the Deputy Director and evaluated five proposals in accordance to the criteria stated in the RFP; and
- Whereas, The proposal submitted by Amerinet of Michigan for the proposed technology: Palo Alto, Extreme and Infoblox was determined to be the most advantageous to SMART with price and other specified evaluation factors being considered. Price was determined fair and reasonable; and
- Whereas, Funding has been identified as Project 40840/40850 Federal Grant MI-2018-018 State Grant 2017-0130 P11 for \$1,159,504; and
- Whereas, The Director of Finance is satisfied that Amerinet of Michigan has potential to perform under the contract terms and conditions; and
- Whereas, The EEO Department is satisfied that Amerinet of Michigan 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 at three year contract for Computer Network Hardware and Software upgrade project in the amount of a \$1,159,504 with Amerinet of Michigan.

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 July 22, 2021.

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

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

Summary - Score sheet Evaluation  
RFP 21-3311  
Computer Networking Hardware & Software

Consensus Scoring Method	Overview of vendor's proposal	Qualifications and Experience of the Vendor	Experience and Technical Expertise of Staff assigned to SMART	Experience and recent clients for similar services	Price	Total
	30	20	15	5	30	<b>100</b>

VENDORS

Amerinet proposal (Palo Alto)	30	19	14	5	19	<b>87</b>
Amerinet proposal (Fortinet)	16	19	14	5	23	<b>77</b>
CDW-G (Cat6)	16	18	14	5	24	<b>77</b>
CDW-G (Fiber)	16	19	14	5	23	<b>77</b>
CBTS	14	15	5	5	30	<b>69</b>



SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorizing Award of a Contract for Information Post Box Sign Holders

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- Whereas, Board authorization is requested to award a contract to Brasco International for Information Post Box Sign Holders; and
- Whereas, The contract with Brasco International is for a cost of \$138,000.00; and
- Whereas, Funding for the contract is available using Federal and State funds as follows:  
Fed. Grant No: MI-2016-025 Project No: 40320 State: 2012-0170 P42 (\$122,004)  
Fed. Grant No: MI-2020-061 Project No. 42190 State: 2017-0130 P24 (\$15,996);  
and
- Whereas, The Director of Finance is satisfied that Brasco International has the potential to perform under the terms and conditions of the contract; and
- Whereas, The EEO Department is satisfied that the Brasco International 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 Contract for a total amount of \$138,000.00 to Brasco International for Information Post Box Sign Holders.

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 July 22, 2021.

\_\_\_\_\_

Date

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

\_\_\_\_\_

Board Secretary

Bid Tab 21-3320A Information Post Box Sign Holder PA R. Rayner		Brasco International Contact: Sean Loewe <a href="mailto:sloewe@Brasco.com">sloewe@Brasco.com</a>		Universal Sign Inc Contact: Michael Penkevich <a href="mailto:mikep@universalsignsystems.com">mikep@universalsignsystems.com</a>		AVE Solutions Contact: Otis Kirkland <a href="mailto:otis@avesolutions.net">otis@avesolutions.net</a>	
COMMODITY	QTY	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
<b>Info Post Box          Sign Holders</b> (shipping cost included)	2,000	\$69.00	\$138,000.00	\$299.49	\$598,980.00	\$518.75	\$1,037,500.00



SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorization to Award a Contract for Sign Poles and Anchor Sleeves

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- Whereas, The Suburban Mobility Authority for Regional Transportation (SMART) has a requirement for Sign Poles and Anchor Sleeves; and
- Whereas, A Request for Quote (RFQ) was advertised and posted on MITN. Two quotes were received; and
- Whereas, The quote submitted by AVE Solutions is the lowest, responsive and responsible and the price has been determined to be fair and reasonable; and
- Whereas, Funding for this in the amount of \$76,300 will be funded via: Federal Grant MI-2016-025 (5307) /MI-90-X678/MI-2020-061 (5307) Project No: 40320/36430/42190 and State Grant 2012-0170 P42/2012-0170 P17/2017-0130 P24; and
- Whereas, The Director of Finance is satisfied that AVE Solutions has potential to perform under the contract terms and conditions; and
- Whereas, The EEO Department is satisfied that AVE Solutions 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 one year contract in the amount of \$76,300.00 with a one year renewal option in the amount of \$83,300.00 for a total of \$159,600.00 to AVE Solutions for Sign Poles and Anchor Sleeves.

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 July 22, 2021.

\_\_\_\_\_  
Date

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

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

**BID TAB 21-3416  
SIGN POLES AND ANCHOR SLEEVES**

<b>Vendor</b>		<b>AVE Solutions Mfr - Unistrut</b>	<b>Unistrut Midwest Mfr - Allied Tube</b>
1.75 x 10' 12 gauge 4 hole, square sign pole (Galvanized steel, ASTM A570 Grade 50); up to 700 per year in lots of 100	<i>Yr. 1</i>	\$56,000.00	\$72,800.00
	<i>Opt. 1</i>	\$60,200.00	\$72,800.00
2 x 3' 12 gauge 4 hole, square anchor sleeves (Galvanized steel, ASTM A570 Grade 50); up to 700 per year in lots of 100	<i>Yr. 1</i>	\$20,300.00	\$23,100.00
	<i>Opt. 1</i>	\$23,100.00	\$23,100.00
<b>Total for base 1 year</b>		<b>\$76,300.00</b>	<b>\$95,900.00</b>
<b>Total for full contract 2 years</b>		<b>\$159,600.00</b>	<b>\$191,800.00</b>



FUNDING & COSTS:

The project is funded via: CARES Act Funding

The contract costs are summarized as follows:

	<b>Cost</b>
Two-Year Base Term	\$4,795,640.00
POCA # 1	\$1,104,807.00
Option Yr. 1	\$2,325,886.00
<b>Total Max</b>	<b>\$8,226,333.00</b>

ATTACHMENTS:

- Description of Microtransit pilot service adjustments
- Resolution

/RRR

# Proposed Service Adjustments

## Service Zone Expansions

Below are three proposed adjustments to the SMART Flex service.

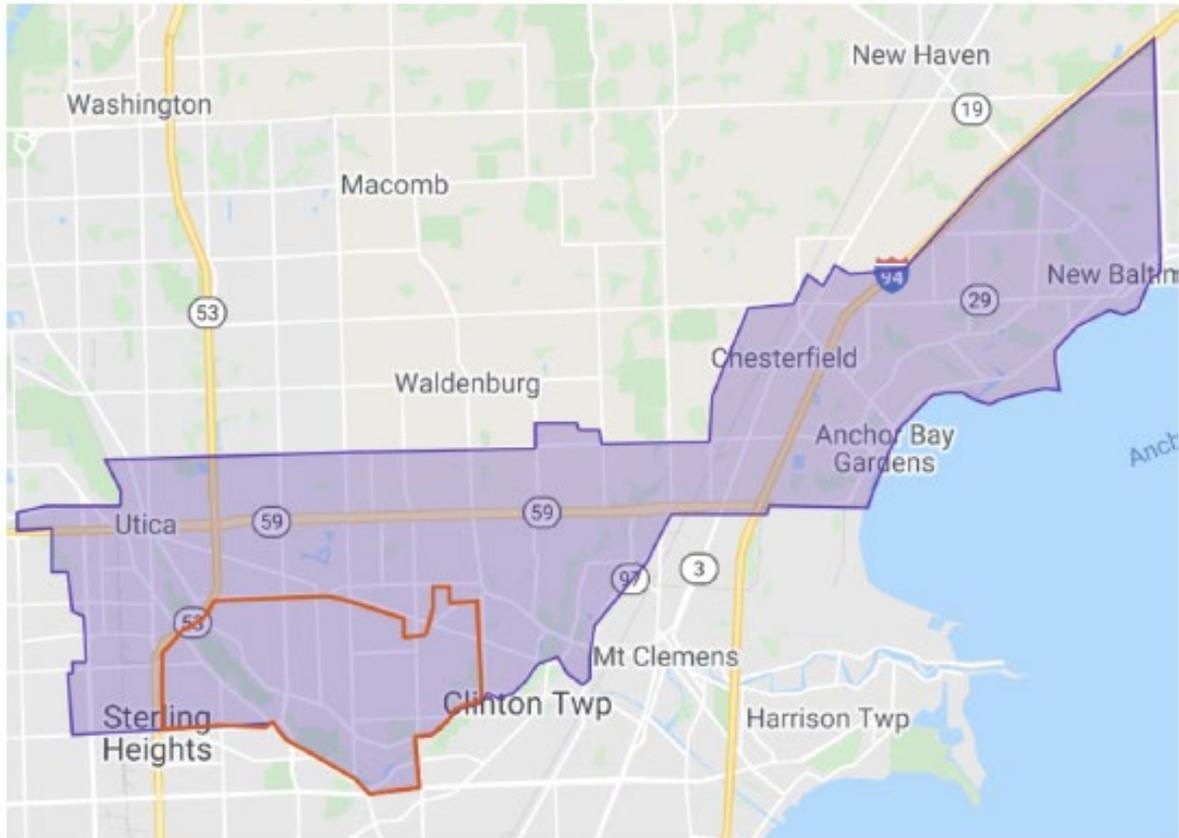
### 1) Dearborn Expansion

This 23 square mile zone expansion serves the largely residential areas of Allen Park and Taylor, including Wayne County Community College Downriver. We recommend adding 2 vehicles to serve this additional area during peak hours and one vehicle off-peak. As a minimal coverage, one additional vehicle could be used during peak hours in addition to the current coverage.



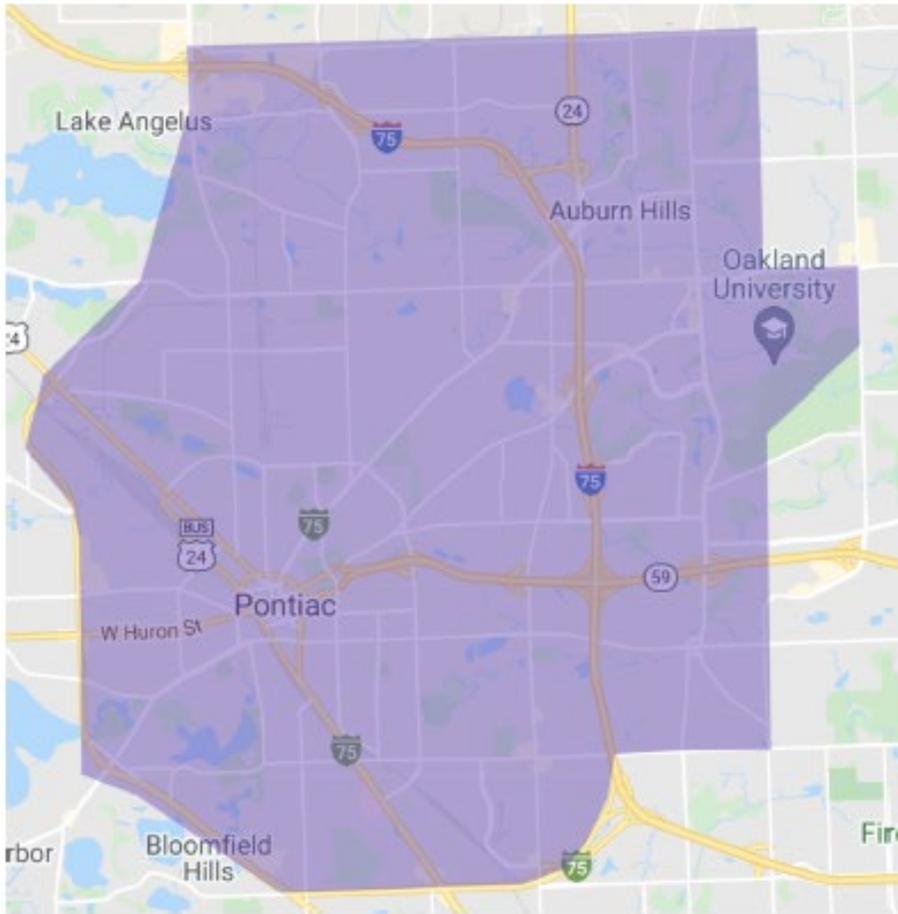
## 2) Hall Road Expansion

This 10.5 square mile zone expansion fills in a gap in the existing zone, extending from 16 Mile on the South to 19 Mile on the North. The area serves a mostly-residential use case and can be served with existing van supply.



### 3) Pontiac Zone Addition

This 40 square mile zone would be converted from a vaccine service zone to a new Flex zone. It includes the entire City of Pontiac as well as Auburn Hills. The service would generally supplement bus coverage and a GTFS integration will allow for conditional filtering of microtransit proposals, thus ensuring that Flex serves as a complement to the fixed route buses. This zone is best served with 3 vehicles but can be served in a more limited way with 2 vehicles. .



SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorization to Approve a Purchase Order Change Action (POCA) #1 –  
Additional Microtransit Pilot Service

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- Whereas, The Suburban Mobility Authority for Regional Transportation (SMART) has a contract for Microtransit Pilot Service; and
- Whereas, Adjustments are sought requiring additional Flex vehicle hours to serve an expansion of the Dearborn Zone and the Hall Road Zone, and addition of a new Pontiac Zone; and
- Whereas, A POCA submitted in the amount of \$1,104,807 exceeds the allowable change order threshold, as stipulated in SMART Board Policy No. 1; and
- Whereas, Funding for this POCA in the amount of \$1,104,807 will be funded via: CARES Act funding remaining from previously programmed Microtransit service through discontinued vaccine transportation zones; and
- Whereas, The Director of Finance is satisfied that VIA Transportation dba North River Transportation LLC has performed under the contract terms and conditions; and
- Whereas, The EEO Department is satisfied that VIA Transportation dba North River Transportation LLC 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 POCA #1 in the amount of \$1,104,807 for additional Microtransit Pilot Service to VIA Transportation dba North River Transportation LLC.

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 July 22, 2021.

\_\_\_\_\_  
Date

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

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



## agenda item 9E

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DATE:	July 22, 2021	DISPOSITION SOUGHT:	Board Approval
TO:	SMART Board of Directors	SUBMITTED BY:	Director of Transportation
FROM:	Manager of Planning	APPROVED BY:	Deputy General Manager

SUBJECT: FY 2022 Unified Work Program

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### RECOMMENDATION:

That the board approve the attached resolution,

- approving the proposed Unified Work Program in the amount of \$389,500; and
- authorizing the Deputy General Manager to certify the required local match of \$70,694, to modify the submission if required upon further negotiations with FTA, and to execute a project agreement with SEMCOG for FTA technical studies dollars.

### DISCUSSION:

In order to remain eligible for federal and state capital improvement and operating grants, SMART develops required planning justifications through technical studies. SMART is required to submit its proposed program of technical study tasks to SEMCOG for the region's annual Unified Work Program (UWP), to be eligible for Federal Transit Administration (FTA) funding, primarily 5303 Metropolitan Planning Program funds for 81.85% of the studies' cost.

Consistent with the requirements of this process, staff have submitted a FY 2022 SMART Unified Work Program submission to SEMCOG, with the understanding that the Board maintains the right to modify the submission based on the Board's concerns and any other factors which may arise. A summary is attached. If priorities change, SMART has the ability to add or change projects to accomplish needed work.

The general objectives of the UWP are:

- To provide planning documents to fulfill federal planning requirements;
- To update and monitor plans which met the requirements of the Americans with Disabilities Act;
- To update the regional public transportation data base and plan;
- To analyze current and proposed transit services to ensure that they are being provided in the most effective and efficient manner possible; and
- To perform regional data gathering in conjunction with the SEMCOG Long Range Transportation Plan.

### FUNDING SOURCE:

The budget for the proposed UWP totals \$389,500 of which \$318,806 would be provided through a FTA technical study grant (passed through SEMCOG) and \$70,694 would be provided from SMART's operating funds as the required local match. This is the same amount received in FY 2021.

### ATTACHMENTS:

1. Resolution
2. Summary of Proposed FY 2022 Unified Work Program
3. FY 2022 Unified Work Program - Proposed Budget

**SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION**

**RESOLUTION**

Approval of FY 2022 Unified Work Program

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- Whereas, The Suburban Mobility Authority for Regional Transportation is charged with the planning, operation, and improvement of regional public transportation in southeastern Michigan; and
- Whereas, Monies to support the conduct of urban mass transportation planning in southeastern Michigan, are made available annually by the Federal Transit Administration (FTA) through SEMCOG to SMART in order to financially assist the Authority in its mass transportation planning and related responsibilities; and
- Whereas, In order to receive these technical funds, the Suburban Mobility Authority for Regional Transportation must prepare an annual work program of proposed planning projects, commonly termed a “Unified Work Program” and submit this program to SEMCOG for inclusion into the region’s annual Overall Work Program; and
- Whereas, The Authority has submitted to SEMCOG a Unified Work Program for FY 2022 which contains a budget amount of \$389,500 including \$70,694 of required local match; and
- Whereas, SEMCOG and FTA review and subsequent negotiation of the Authority’s work program could result in a situation where the scope, cost and emphasis of these programs could be different from those originally submitted; now, therefore, be it
- Resolved, That the Authority’s FY 2022 Unified Work Program referred to herein is approved and the Deputy General Manager is authorized to execute a negotiated project agreement with SEMCOG for \$318,806 of FTA Section 8 technical studies funds; represent that \$70,694 is available for the local match of these funds; and to negotiate, as may be required, the scope, cost, emphasis, etc. of the content of this program.

CERTIFICATE

The undersigned duly qualified Board Secretary of the Suburban Mobility Authority for Regional Transportation certifies that 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 July 22, 2021.

\_\_\_\_\_  
Date

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

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

# SMART FY 2022 UWP Budget Summary

## FY 2022 UWP 5303 PLANNING GRANT

		FTA	Match	
1 DATA COLLECTION AND ANALYSIS		5303	Local	TOTAL
W9100	Data Collection and Analysis	\$2,821	\$626	\$3,447
<b>Program Area Subtotal</b>		<b>\$2,821</b>	<b>\$626</b>	<b>\$3,447</b>
2 PLAN AND POLICY DEVELOPMENT				
W9200	Plan for Comm. Transit / Conn. Services	\$118,490	\$26,275	\$144,765
W9300	Fixed Route Planning	\$162,512	\$36,037	\$198,549
W9400	Long Term Planning	\$22,569	\$5,005	\$27,574
<b>Program Area Subtotal</b>		<b>\$303,571</b>	<b>\$67,317</b>	<b>\$370,888</b>
3 PLAN IMPLEMENTATION				
W9500	Fiscal Project Development/TIP	\$6,771	\$1,501	\$8,272
<b>Program Area Subtotal</b>		<b>\$6,771</b>	<b>\$1,501</b>	<b>\$8,272</b>
4 SUPPORT SERVICES				
W9600	Public Participation/Outreach	\$2,821	\$626	\$3,447
W9700	Unified Work Program Design & Monitoring	\$2,821	\$626	\$3,447
<b>Program Area Subtotal</b>		<b>\$5,645</b>	<b>\$1,252</b>	<b>\$6,894</b>
<b>TOTALS</b>		<b>\$318,806</b>	<b>\$70,694</b>	<b>\$389,500</b>

### W9100 DATA COLLECTION AND ANALYSIS

#### Purpose/Outcome

To continue to develop and maintain a comprehensive and up-to-date database of SMART patron trip patterns and opinions, and inventory bus stop and shelter locations. SMART will also maintain/update its business/employer database.

### W9200 PLAN FOR COMMUNITY TRANSIT / CONNECTOR SERVICES

#### Purpose/Outcome

To continue the development, coordination, and enhancement of community transit services within the SMART region including the implementation of paratransit services in compliance with the Americans with Disabilities Act (ADA) of 1990.

### W9300 FIXED ROUTE PLANNING

#### Purpose/Outcome

The objectives of this project are to develop various strategies to make SMART Fixed Route services more productive, through the evaluation and development of appropriate service modifications and maintenance strategies and the refinement of a database for monitoring SMART Fixed Route performance.

### W9400 LONG TERM PLANNING

#### Purpose/Outcome

The objectives of this task is to continue to identify capital improvement strategies and service expansion. The projects developed as a result of this task will tend to be longer in terms of time of study initiation and projected project impact (at least 20 year duration). The projects will be more capital intensive, in terms of dollar investment, than the relatively low cost short term planning projects. Projects conducted under this task will include both operating and capital improvement strategies. This project updates and builds on previous plans to lessen the financial impacts of issues in the future.

### W9500 FISCAL PROJECT DEVELOPMENT/TIP

#### Purpose/Outcome

The objective of this project is to identify and apply for all feasible methods of funding available through federal or state sources.

**W9600 PUBLIC PARTICIPATION/OUTREACH**

**Purpose/Outcome**

The objective of this task is to broaden the knowledge and understanding of the general public regarding public transportation programs and initiatives by attending public meetings or forums. This program is designed to coordinate with transit advocates, riders, and the general public to develop a general consensus for improving public transportation in this region.

**W9700 UNIFIED WORK PROGRAM DESIGN AND MONITORING**

**Purpose/Outcome**

The objective of this task is to provide for the administration, evaluation and close-out of existing SMART Unified Work Program (UWP) tasks and the preparation of the FY'2023 work program document.