SMART Board Meeting

May 23, 2024





- TO: SMART Board of Directors
- FROM: Chairperson
- DATE: May 23, 2024
- SUBJECT: Call to Order





- TO: SMART Board of Directors
- FROM: Chairperson
- DATE: May 23, 2024
- SUBJECT: Pledge of Allegiance



I pledge allegiance to the flag of the United States of America and to The Republic for which it stands: one nation under God, indivisible with liberty and justice for all.



<u>5</u>SMART

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

Board of Directors Meeting

Date: May 23, 2024

CHAIRPERSON, MR. ABDUL HAIDOUS

VICE-CHAIRPERSON, MR. JOHN PAUL REA

MS. HILARIE CHAMBERS

MS. SHEILA COTE

DR. CURTIS IVERY

MR. ROYCE MANIKO

MR. BRET RASEGAN



SMART Board Meeting Agenda

May 23, 2024 2:00 PM

	ITEM	ACTION	PRESENTED BY
1.	Call to Order		Abdul Haidous
2.	Pledge of Allegiance		Abdul Haidous
3.	Roll Call		Abdul Haidous
4.	Adoption of Agenda	Approval	Abdul Haidous
5.	Certification of Public Notice	Information	Tiffany Martin
6.	MinutesA. Board Meeting Minutes for March 28, 2024B. Executive Session Minutes for March 28, 2024	Approval	Abdul Haidous
7.	Public Participation	Discussion	Abdul Haidous
8.	Chairman's Report	Information	Abdul Haidous
9.	General Manager's Report	Information	Dwight Ferrell
10.	Board Briefings	Information	
	A. Operators of the Year	Information	Danny Whitehouse VP Paratransit & On Demand De'Shalon Brownlee VP Bus Operations
	B. HR Hiring Update	Information	Tianna Leapheart Interim VP of HR
	C. Major Service Changes – June 2024	Information	Harmony Lloyd VP of Planning
11.	Financial Reports A. 3rd Quarter Financial Reports	Approval	Ryan Byrne VP of Finance/CFO
12.	New Business		
	A. Resolution: Retirement of Mark Jagodzinski	Approval	Royce Maniko SMART Board Member
	 B. Resolution: Adoption of the FY 2025 Operating Budget, Restricted Operating Budget, and the Proposed FY 2025 - FY 2029 Capital Budget 	Approval	Ryan Byrne VP of Finance/CFO

C.	Resolution: Authorization to File and Execute Applications, Contracts, and Amendments for SMART FY 2025 Annual Application for Michigan Capital and Operating Financial Assistance	Approval	Ryan Byrne VP of Finance/CFO
D.	Resolution: Fiscal Year 2025 Municipal Credit, Community Credit, and Purchase of Service Agreements (Those receiving \$50,000 or greater)	Approval	Ryan Byrne VP of Finance/CFO
E.	Resolution: Authorization to Award a Contract for Financial Audit Services	Approval	Lynette Hurt AVP Financial Analysis & Audit
F.I	Resolution: Authorization to Enter Into an Interlocal Agreement with Oakland County for Veteran Transportation Services	Agreement	Danny Whitehouse VP Paratransit & On Demand
G.	Resolution: Contract Amendment No. 1 Authorization to Enter Into a Five-Month Extension for Third-Party Administrator Services for Vehicle and General Liability	Approval	Laura Bieniek Assistant General Counsel/Claims Manager
H.	Resolution: Authorization to Award a Contract for Insurance Broker Services and Estimated Insurance Premiums	Approval	Amie May VP of Risk, Safety & Training
I. I	Resolution: Contract Amendment No. 1 Authorization for Additional Seats/Licensing and Continuation of Managed Support for Customer Relationship Management Software	Approval	Bernard Parker VP External Affairs
J.	Resolution: Authorization to Award a Contract for Office Supplies and Office Related Products	Approval	Bernard Parker VP External Affairs
K.	Resolution: Authorization to Award a Contract for Maintenance Assessment Plan Consultant Services	Approval	Le Juan Burt VP of Maintenance
L.	Resolution: Authorization to Award a Contract for Propane Auto Gas for the Paratransit Fleet	Approval	Le Juan Burt VP of Maintenance
M.	Resolution: Ratification for Payment of Services Rendered and Approval of Contract Amendment No. 1 to Increase Funding for Employment Advertising Services	Approval	Tianna Leapheart Interim VP of HR
13. Clo	osed Session: Labor matters	Discussion	Abdul Haidous
14. Bo	ard Member Business	Discussion	Abdul Haidous
15. Ad	journment		Abdul Haidous

<u>5</u>SMART

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

PUBLIC NOTICE

SMART will hold the May 23, 2024, Board of Directors meeting at 2:00 PM in the Buhl Building, located on 535 Griswold St. Suite 600, Detroit, MI 48226.

Public Participation will only be available for members of the public attending in person or those who email comments per the process outlined below.

All physically present at the meeting must adhere to the following:

- Please respect anyone needing or choosing to wear a mask.
- People with symptoms of COVID-19 or exposure to someone with COVID-19 should wear a mask.
- People who are positive for COVID-19 may not attend the Meeting in person and should access the recording at the YouTube link below.

The agenda can be found on SMART's website: <u>http://www.smartbus.org/About/Our-</u>Organization/Board-of-Directors/Board-Meeting-Schedule

Members of the public may attend in person. The Meeting will be livestreamed on YouTube and available at the following URL: <u>https://www.youtube.com/@MySMARTBus</u>.

Members of the public may also submit a written comment to be read during the Public Comment period by emailing <u>SMARTBoard@smartbus.org</u> by 1:15 p.m. on the day of the meeting.

Public Comment will proceed as follows:

- All comments: 3-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.
 - Written comments via email. The Board Administrator will read any submitted comments.

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

BOARD OF DIRECTORS MEETING

PROPOSED MINUTES – March 28, 2024

The Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART) met on Thursday, March 28, 2024, at 2:00 PM in the Buhl Building, located at 535 Griswold, Suite 600, Detroit, MI 48226.

ATTENDANCE

SMART Board of Directors:	Chairperson Vice-Chairperson	Mr. Abdul Haidous Mr. John Paul Rea Ms. Hilarie Chambers Ms. Shelia Cote Mr. Bret Rasegan Dr. Curtis Ivery
Absent Board Members:		Mr. Royce Maniko (Present via Zoom)
SMART General Manager:		Mr. Dwight Ferrell
SMART Deputy GM & COO:		Ms. Tiffany J. Gunter
SMART Board Administrator:		Ms. Tiffany Martin-Patterson
SMART Staff Present:		Ms. Truvae Adams Mr. Ron Beier Ms. Laura Bieniek Ms. De'Shalon Brownlee Mr. Le Juan Burt Mr. Ryan Byrne Mr. Melvin Evans Ms. Beth Gibbons Ms. Harmony Lloyd Mr. Bernard Parker Mr. Sean Riopelle Mr. D'Andrae Whitley Mr. Danny Whitehouse

Public Registered:

Ms. Alyssa Mr. Joel Batterman Mr. Bobby Bamase Ms. Laura Bleaieje Mr. D. Duyck Ms. Patty Fedewa Mx. Steven Hammontree Mr. Steven Harring Mr. Steven Hawig Mr. Jim Henderson Mr. Wyatt Johnson Mr. Drew Kennerly Mx. Lukas Lasecki Mr. Robert Pawlowski Mr. Alexander Selsley Mr. Thomas Yazbeck

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

Present: Chairperson Mr. Abdul Haidous, Vice-Chairperson Mr. John Paul Rea, Ms. Hilarie Chambers, Ms. Sheila Cote, Dr. Curtis Ivery, Mr. Bret Rasegan

Absent: Mr. Royce Maniko

A quorum was present.

4. Adoption of Agenda

MOTION: Moved by Ms. Hilarie Chambers, seconded by Mr. John Paul Rea, to approve the Agenda for the March 28, 2024 Board meeting.

DISCUSSION

None

VOTE: THE MOTION CARRIED.

5. Certification of Public Notice

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

6. Minutes

A. Board Meeting Minutes for February 22, 2024

MOTION: Moved by Mr. John Paul Rea, seconded by Ms. Hilarie Chambers, to approve the Board meeting minutes for March 28, 2024.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

7. Public Participation

Chairperson Mr. Abdul Haidous declared the meeting open for Public Participation.

The following participants voiced their concerns and made comments:

- Brother Cunningham
- Mr. Steven Harring
- Mx. Steven Hammontree
- Mx. Lukas Laseki
- Ms. Ella Nikeaton

8. Chairperson's Report

DISCUSSION:

None

9. General Manager's Report

DISCUSSION: None

10. Board Briefings

- A. HR Hiring Update
- **B.** April Service Changes/Expansion
- **C.** Cyber Security Briefing

11. New Business

A. Resolution: Authorization to Award a Contract for Endpoint Protection Software **MOTION:** Moved by Mr. Bret Rasegan, seconded by Dr. Curtis Ivery, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a three-year contract for a total amount not-to-exceed \$136,760.00, with no renewal options to AmeriNet of Michigan, Inc. for endpoint protection software services.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

B. Resolution: Second Amendment for a 3-Month Extension for Concrete Pads for Bus Shelters

MOTION: Moved by Mr. John Paul Rea, seconded by Ms. Hilarie Chambers, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve the Second Contract Amendment with Luigi Ferdinandi & Son Cement Co. Inc. for Concrete Pads for Bus Shelters for 3 months, beginning May 1, 2024, and ending August 31, 2024. All other terms and conditions of the contract shall remain unchanged.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

12. Closed Session

Roll Call

Present: Chairperson Mr. Abdul Haidous, Vice-Chairperson Mr. John Paul Rea, Ms. Hilarie Chambers, Ms. Sheila Cote, Dr. Curits Ivery, and Mr. Bret Rasegan

Absent: Mr. Royce Maniko (Present via Zoom)

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

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

DISCUSSION:

Confidential

VOTE:

MOTION:

VOTE:

13. Board Member Business

DISCUSSION: None

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 3:16 PM upon a motion made by Mr. John Paul Rea, seconded by Ms. Sheila Cote, and unanimously carried.

Respectfully submitted,

Tiffany Martin-Patterson

Tiffany Martin-Patterson Board Administrator



TO:	SMART Board of Directors
FROM:	Chairperson
DATE:	May 23, 2024
SUBJECT:	Public Participation





- TO: SMART Board of Directors
- FROM: Chairperson
- DATE: May 23, 2024
- SUBJECT: Chairperson's Report





- TO: SMART Board of Directors
- FROM: Chairperson
- DATE: May 23,2024
- SUBJECT: General Manager's Report





TO:	SMART Board of Directors
FROM:	SMART Staff
DATE:	May 23, 2024
SUBJECT:	Board Briefings





- TO: SMART Board of Directors
- FROM: Chairperson
- DATE: May 23, 2024
- SUBJECT: Financial Reports



SMART Balance Sheet - Summary of All Funds For the Nine Months Ending March 31, 2024

	1		Month's Ending Marc	51101,2024
SMART BALANCE SHEET		FY2024	FY2023	Y/E FY2023
ASSETS	1			
Current Assets				
Cash and Cash Equivalents		145,286,670.78	154,228,950.59	170,036,384.50
Investments		17,454,858.16	16,865,568.92	16,839,043.16
Receivables:				
Accrued Interest Receivable		37,543.72	25,104.00	28,152.40
Grants Receivable		25,582,471.35	30,342,068.43	29,857,909.36
Local Contributions Receivable		2,481,982.19	3,969,842.51	544,623.16
Other Receivables		1,211,542.52	796,087.15	1,390,965.71
Materials and Supplies Inventory		3,064,698.49	3,037,984.96	3,362,055.78
Prepaid Expenses		1,112,870.23	1,258,766.16	361,223.30
Total Current Assets		196,232,637.44	210,524,372.72	222,420,357.37
Noncurrent Assets				
Cash Restricted for Re-Investment		69,866.97	121,707.70	69,866.97
Capital Assets, net		168,829,288.17	170,861,845.68	154,167,363.74
Total Noncurrent Assets		168,899,155.14	170,983,553.38	154,237,230.71
Total Assets	\$	365,131,793	\$ 381,507,926	\$ 376,739,765
Deferred Outflows of Resources				
Deferred Outflows-Pension		43,704,696.01	17,868,658.00	28,111,788.93
Deferred Outflows-OPEB		7,828,435.00	15,994,171.00	7,828,435.00
Total Deferred Outflows		51,533,131.01	33,862,829.00	35,940,223.93
	•	110 001 001		A 110 070 000
Total Assets and Deferred Outflows	\$	416,664,924	\$ 415,370,755	\$ 412,679,989
LIABILITIES AND NET ASSETS				
Current Liabilities				
Municipal and Community Credits Payable		10,011,348.35	8,426,361.14	7,823,014.00
Accounts Payable under POS agreements		4,681,131.55	3,732,076.32	1,357,809.05
Accrued Self Insurance		10,851,593.16	14,444,380.23	10,669,416.00
Payable to the State of Michigan		133,869.01	3,742,124.49	25,737.01
Accounts Payable and Accrued Expenses		10,407,091.04	8,280,927.63	13,484,985.71
Accrued Compensation		4,614,313.56 40,761,280.67	3,780,061.61	4,513,901.97
Total Current Liabilities		40,761,280.07	42,405,929.42	40,867,331.74
Noncurrent Liabilities				
Net OPEB Obligation		0.00	58,422,140.79	18,019,185.47
Net Pension Obligation		56,631,122.14	37,903,252.58	76,631,122.14
Lease Liability		2,615,390.00	1,751,513.00	3,019,879.00
Total Liabilities		100,007,792.81	140,482,835.79	138,537,518.35
Deferred Inflows of Resources				
Deferred Inflows-OPEB		49,841,792.00	35,409,767.00	49,841,792.00
Deferred Inflows-Lessor		474,121.00	510,165.00	498,439.00
Total Deferred Inflows		65,908,820.08	56,205,574.41	50,340,231.00
Total Liabilities and Deferred Inflows		165,916,612.89	196,688,410.20	188,877,749.35
RETAINED EARNINGS				
Net Position:				
Invested in Capital Assets, net of related debt		168,829,288.17	170,861,845.68	154,167,363.74
Restricted		69,866.97	121,707.70	69,866.97
Unrestricted		81,849,155.56	47,698,791.52	69,482,831.95
Total Net Position		250,748,310.70	218,682,344.90	223,720,062.66
Total Liabilities and Net Position		350,756,103.51	359,165,180.69	362,257,581.01
Total Liabilities, Deferred Inflows and Net Position	\$	416,664,924	\$ 415,370,755	<mark>\$ 412,679,989</mark>

SMART - General STATEMENT OF REVENUE AND EXPENSES OPERATIONAL STATEMENT For the Nine Months and March 21, 2024

	For the N	ine Months ended Marc	FY 2023/24			
SMART OPERATIONAL INCOME STATEMENT	YTD ACTUAL	YTD BUDGET	VARIANCE	% VARIANCE	ANNUAL BUDGET	BUDGET REMAINING
REVENUES						
Route Revenue:		* 4 0 4 5 0 4 4 00	* 50.004.07	4.400/		
Fare Revenue Mircotransit	\$4,072,235.97 291,928.43	\$4,015,941.00 150,008.00	\$56,294.97 141,920.43	-1.40% -94.61%	\$5,355,000.00 200,000.00	(\$2,606,423.73) (35,505.73)
Total Route Revenue	4,364,164.40	4,165,949.00	198,215.40	-4.76%	5,555,000.00	(2,641,929.46)
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Federal Sources:						
Section 5307	11,603,716.68	6,000,003.00	5,603,713.38	-88.15%	8,000,000.00	(\$6,677,805.24)
Other Federal Grants	606,401.36	5,175,009.00	(4,568,607.64)	88.28%	6,900,000.00	(\$3,975,433.23)
Total Federal Sources	12,210,118.04	11,175,012.00	1,035,105.74	-9.26%	14,900,000.00	(10,653,238.47)
State Sources:						
State Sources. State Act 51	27 622 609 00	22 750 000 00	(6 116 202 00)	18.12%	45,000,000.00	(\$20,620,765,00)
Other State Revenue	27,633,608.00 1,912,877.33	33,750,000.00 1,622,619.00	(6,116,392.00) 290,258.33	-17.89%	45,000,000.00	(\$29,629,765.00) 745,392.37
Total State Sources	29,546,485.33	35,372,619.00	(5,826,133.67)	16.47%	47,163,500.00	(30,884,372.63)
Local Sources:						
Contributions from Local Transit Authorities	56,621,386.42	71,163,747.00	(14,542,360.58)	20.44% 20.47%	94,885,000.00 94,735,000.00	(\$53,259,445.44)
Total From Local Sources	56,508,886.42	71,051,247.00	(14,542,360.58)	20.47%	94,735,000.00	(53,184,445.44)
Other Income:						
Advertising	492,708.04	750,006.00	(257,297.96)	34.31%	1,000,000.00	(\$665,895.30)
Rental Income	47,328.16	22,494.00	24,834.16	-110.40%	30,000.00	\$1,176.65
Interest Income	6,031,673.57	3,375,000.00	2,656,673.57	-78.72%	4,500,000.00	(\$260,227.83)
Fleet Maint Reimbursement	114,891.04	116,253.00	(1,361.96)	1.17%	155,000.00	(\$71,437.87)
Admin Fees Revenue	440,553.94	428,247.00	12,306.94	-2.87%	571,000.00	(\$278,967.99)
Miscellaneous	293,418.88	211,566.00	81,852.88	-38.69%	282,100.00	\$205,326.88
Local Comm Transit Operating Rev Local Comm Stabilization	131,133.72 1,769,047.16	132,759.00 1,500,003.00	(1,625.28) 269,044.16	1.22% -17.94%	2,177,000.00	(\$2,088,687.22)
Total Other Income	9,990,570,70	1,500,003.00 6,536,328.00	<u>3,454,242,70</u>	-17.94%	8.715.100.00	(3,158,712.68)
	9,990,070.70	0,000,020.00	3,434,242.70	-02.00%	0,713,100.00	(3,130,712.00)
Restricted Pass Through Revenue (Exp Match):	8,838,803.74	8,651,988.00	186,815.74	-2.16%	11,536,000.00	(\$5,635,375.86)
TOTAL REVENUES	121,459,028.63			11.31%	182,604,600.00	· · ·
TOTAL REVENUES	121,439,020.03	136,953,143.00	(15,494,114.37)	11.31%	102,004,000.00	(61,145,571.37)

SMART - General STATEMENT OF REVENUE AND EXPENSES OPERATIONAL STATEMENT

	For the Nir	e Months ended Marc	h 31, 2024		FY 2023	/24
SMART OPERATIONAL INCOME STATEMENT	YTD ACTUAL	YTD BUDGET	VARIANCE	% VARIANCE	ANNUAL BUDGET	BUDGET REMAINING
EXPENSES						
WAGE AND WAGE RELATED EXPENSES:						
ACTIVE EMPLOYEES:						
Active Salaries, Wages & Taxes						
Administrative	6,334,098.59	7,119,325.00	785,226.41	11.03%	9,621,332.00	5,603,415.19
Operations	24,760,310.80	36,434,910.00	11,674,599.20	32.04%	48,592,588.00	32,673,468.19
Maintenance	7,360,757.17	10,145,559.00	2,784,801.83	27.45%	13,522,707.00	8,725,285.39
Total Active Salaries, Wages, Taxes % of Total Revenue	38,455,166.56	53,699,794.00	15,244,627.44	<u>28.39%</u>	71,736,627.00	33,281,460.44
Active Employee Benefits:						
Hospitalization/Medical	7,444,722.49	9,126,279.00	1,681,556.51	6.50%	12,168,330.00	6,944,949.77
Life, AD&D, Drug, Dental, Optical	799,455.75	957,114.00	157,658.25	16.47%	1,276,140.00	753,144.63
Other Employee Benefits	299,951.00	387,252.00	87,301.00	22.54%	516,320.00	318,567.07
Workers Compensation	1,257,003.00	964,791.00	(292,212.00)	-30.29%	1,286,370.00	448,368.00
Health Care Saving Plan	642,399.22	1,048,761.00	406,361.78	38.75%	1,398,351.00	932,594.00
FICA	2,929,536.46	3,560,922.00	631,385.54	17.73%	4,747,900.00	2,859,293.06
Pension Funding	20,978.37	8,378,613.00	8,357,634.63	99.75%	11,171,470.00	11,165,412.72
Total Active Employee Benefits	13,394,046.29	22,329,027.00	8,934,980.71	40.02%	29,771,939.00	16,377,892.71
% of Total Active Wages	35%	42%				
Total Active Employee Wages & Benefits:	51,849,212.85	76,028,821.00	24,179,608.15	31.80%	101,508,566.00	49,659,353.15
RETIRED EMPLOYEES: Post Employment Benefits:						
OPEB Net Unfunded Obligation	3,818,181.33	6,999,997.00	3,181,815.67	45.45%	8,000,000.00	4,363,636.67
Retiree Medical & Drug Premiums	4,795,680.03	6,738,067.00	1,942,386.97	28.83%	8,994,760.00	6,057,166.30
Total Post Retirement	8,613,861.36	13,738,064.00	5,124,202.64	37.30%	16,994,760.00	8,380,898.64
Total Wage & Wage Related Expenses	60,463,074.21 \$	89,766,885	\$ 29,303,811	32.64%	\$ 118,503,326 \$	58,040,252
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SMART - General STATEMENT OF REVENUE AND EXPENSES OPERATIONAL STATEMENT

hs ended March 31, 2	2024		FY 2023/24		
/TD DGET VA	ARIANCE	% VARIANCE	ANNUAL BUDGET	BUDGET REMAINING	
7,038,603.00	2,576,829.19	36.61%	9,384,823.00	6,340,806.93	
409,494.00	96,599.41	23.59%	546,000.00	303,077.49	
2,625,012.00	(592,939.35)	-22.59%	3,500,000.00	1,381,326.97	
105,003.00	105,003.00	100.00%	140,000.00	140,000.00	
957,752.00	93,505.05	9.76%	1,277,000.00	666,723.71	
7,425,729.00	(465,580.36)	-6.27%	9,901,000.00	4,057,439.78	
1,174,652.00	186,807.33	15.90%	1,566,200.00	873,147.27	
137,241.00	(41,942.50)	-30.56%	183,000.00	62,183.00	
44,994.00	29,704.79	66.02%	60,000.00	50,476.09	
9,952,230.00	2,021,736.56	10.13%	26,603,023.00	8,672,529.56	
5,021,244.00	(936,380.47)	-18.65%	6,695,000.00	3,311,457.13	
0,021,244.00	(930,360.47)	-10.03%	0,093,000.00	3,311,437.13	
407,088.00	138,495.00	34.02%	542,800.00	371,006.61	
471,231.00	353,529.53	75.02%	628,300.00	548,666.24	
357,008.00	215,284.32	60.30%	476,000.00	362,802.49	
,235,327.00	707,308.85	57.26%	1,647,100.00	1,119,081.85	
,327,880.00	393,071.09	29.60%	1,770,540.00	1,237,282.12	
894,006.00	196,577.07	23.00 %	1,192,000.00	753,729.69	
195,201.00	96,816.74	49.60%	260,300.00	201,549.95	
261,280.00	(11,680.08)	-4.47%	348,400.00	163,762.67	
73,800.00	4,625.28	6.27%	98,400.00	52,283.52	
2,752,167.00	679,410.10	24.69%	3,669,640.00	1,596,883.10	
8 960 968 ¢	2 472 075	Q E10/	¢ 38 61 / 763	5 12,125,870	
	8,960,968 \$				

SMART - General STATEMENT OF REVENUE AND EXPENSES OPERATIONAL STATEMENT For the Nine Months ended March 31, 2024

	For the	Nine	Months ended Ma	rch	31, 2024			FY 202	23/2	4
SMART OPERATIONAL INCOME STATEMENT	YTD ACTUAL		YTD BUDGET		VARIANCE	% VARIANCE		ANNUAL BUDGET		BUDGET REMAINING
Administration, Other, Contingency:										
Administration										
General Supplies	218,136.71		343,494.00		125,357.29	36.49%		457,950.00		324,549.26
Professional, Outside Serv	2,078,604.39		2,363,489.00		284,884.61	12.05%		2,951,300.00		1,515,821.00
Outside Counsel-non V/L & W/C	351,208.05		412,497.00		61,288.95	14.86%		550,000.00		458,279.08
Civil Settlements	1,500.00		74,998.00		73,498.00	98.00%		100,000.00		98,500.00
Computer Maint	1,538,082.45		702,748.00		(835,334.45)	-118.87%		937,000.00		25,362.14
Marketing Expense	372,005.35		1,929,752.00		1,557,746.65	80.72%		2,573,000.00		2,318,993.06
Other Administration	430,545.89		731,337.00		301,239.72	41.19%		975,151.00		695,948.21
Total Administration	4,990,082.84	\$	6,558,315	\$		23.92%	\$	8,544,401	\$	3,554,318
	-									
Contingency	32,044.22	\$	1,350,000	\$	1,317,956	97.63%	\$	1,800,000	\$	1,767,956
Other	_									
			740 000 00		740.000.00	100.000/		4 000 000 00		4 000 000 00
Vehicle Purchase Expense	-		749,998.00		749,998.00	100.00%		1,000,000.00		1,000,000.00
Depreciation-Eligible Total Other	584,385.00 622,353.05	¢	187,498.00 937,496	¢	(396,887.00) 315,143	-211.68% 33.62%	¢	250,000.00 1,250,000	¢	(139,590.00) 627,647
Total Other	622,353.05	φ	937,490	φ	315,143	33.02%	\$	1,250,000	φ	027,047
Community Partner										
	2 240 402 00		2 240 400 00		40.00	0.00%		4 222 650 00		0.400.000.00
Community Credit Exp. POS, Comm Transit Svc & Alloc Overhead	3,240,468.00 902,766.94		3,240,486.00 890,019.00		18.00 (12,747.94)	0.00% -1.43%		4,320,650.00 1,186,700.00		2,160,338.00 586,525.99
		¢		¢	· · /		¢		¢	
Total Special Services	4,143,234.94	Þ	4,130,505	Þ	(12,730)	-0.31%	\$	5,507,350	þ	1,364,115
Restricted Pass Through Expense (Rev. Match)	8,838,803.74		8,651,997.00		(186,806.74)	-2.16%		11,536,000.00		5,635,375.86
Total Community Partner	\$ 12,982,039	\$	12,782,502	\$	(199,537)	-1.56%	\$	17,043,350	\$	4,061,311
TOTAL EXPENSES (Wages & Operational)	\$ 105,578,486	\$	140,356,166	\$	34,778,129	24.78%	\$	185,755,840	\$	80,177,354
NET INCOME (LOSS)	<u>\$ 15,880,543</u>	\$	(3,403,023)	\$	19,283,566					

	3rd Quarter FY 2023/24									
SMART FUNCTIONAL INCOME STATEMENT	ACTUAL	BUDGET	\$\$ VARIANCE FAV(UNFAV)	% VARIANCE						
REVENUES										
FEDERAL OPERATING REVENUE										
Section 5307 & 5309	\$606,401.36	\$5,175,009.00	(4,568,607.64)	88.28%						
Other Federal Grants	11,564,076.38	6,000,003.00	5,564,073.38	-92.73%						
Total Federal Operating Revenue	12,210,117.74	11,175,012.00	1,035,105.74	-3.31%						
STATE OF MICHIGAN										
Act 51	27,633,608.00	33,750,000.00	(6,116,392.00)	18.12%						
Other State Grant	1,912,877.33	1,622,619.00	290,258.33	-17.89%						
Total State Operating Revenue	29,546,485.33	35,372,619.00	(5,826,133.67)	-16.47%						
LOCAL CONTRIBUTION										
Contribution From County Transit Authorities	56,621,386.42	71,163,747.00	(14,542,360.58)	20.44%						
Local Comm Stabilization	1,769,047.16	1,500,003.00	269,044.16	-17.94%						
OPERATIONS:										
Fixed Route	4,637,499.66	4,681,272.00	(43,772.34)	0.94%						
Connector	398,496.62	421,497.00	(23,000.38)	5.46%						
Mircotransit	291,928.43	150,008.00	141,920.43	-94.61%						
Admin Fee Revenue	440,553.94	428,247.00	12,306.94	-2.87%						
Interest Revenue	6,031,673.57	3,375,000.00	2,656,673.57	-78.72%						
Fleet Maint Reimbursement	114,891.04	116,253.00	(1,361.96)	1.17%						
Other Revenues	670,644.68	29,997.00	640,647.68	-2135.71%						
Restricted Revenue	8,838,803.74	8,651,988.00	186,815.74	-2.16%						
Total Operating Revenues	\$ 121,459,028	\$ 136,953,143	\$ (15,494,115)	-11.3%						

OPERATING EXPENSES



TO:SMART Board of DirectorsFROM:ChairpersonDATE:May 23, 2024SUBJECT:New Business





agenda item

DATE:	May 23, 2024
TO:	SMART Board of Directors
FROM:	General Manager

DISPOSITION SOUGHT: Board Approval SUBMITTED BY: **APPROVED BY:**

General Manager General Manager

SUBJECT: Retirement of Mark Jagodzinski

RECOMMENDATION

Approval is sought for the attached resolution expressing appreciation for the long years of service of former Lake Erie Transportation Commission ("LETC") General Manager Mark Jagodzinski and acknowledging his retirement after 33 years of service.

DISCUSSION

Mark Jagodzinski, former LETC General Manager, retired from his position effective May 31, 2024, after 33 years of service. Mr. Jagodzinski provided invaluable leadership and support for LETC, and the citizens of Monroe County, during his time as General Manager.

He introduced many technology advancements as well as facility improvements. An advertising program that focused on being community driven increasing approval ratings on millages from 51% to consistently over 70%. His focus was "Safety First", Positive Passenger Experience, Employee Pride and Positive Community Impression.

ATTACHMENTS

Resolution

5SMART

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Appreciation of Service for Lake Erie Transportation Commission ("LETC") General Manager Mark Jagodzinski

Whereas,	Mark Jagodzinski served as General Manager of LETC from September 25, 1990 to May 31, 2024;
Whereas,	Mr. Jagodzinski retired from his position as General Manager effective May 31, 2024;
Whereas,	Mr. Jagodzinski provided conscientious and dedicated service to the LETC and the citizens of Monroe County;
Whereas,	On the occasion of his retirement from the LETC, his contribution to the success of public transportation in this region needs to be recognized; now therefore be it
Resolved,	That the Board of Directors of the Suburban Mobility Authority for Regional Transportation offers thanks to Mark Jagodzinski for more than 33 years of faithful service to the LETC and the citizens of Monroe County and wishes him well in his much-deserved retirement.

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 the resolution adopted by the Board of Directors of the Suburban Mobility Authority for Regional Transportation at a legally convened meeting on May 23, 2024.

Date

Board Administrator

No. _____



DATE:	May 23, 2025
TO:	SMART Board of Directors
FROM:	Finance Department

DISPOSITION SOUGHT: Board Approval SUBMITTED BY: APPROVED BY:

VP of Finance General Manager

SUBJECT: Adoption of the FY 2025 Operating Budget, Restricted Operating Budget, and the Proposed FY 2025 - FY 2029 Capital Budget

RECOMMENDATION

That the Suburban Mobility Authority for Regional Transportation (SMART) Board of Directors adopts the proposed Fiscal Year (FY) 2025 Operating Budget, FY2025 Restricted Operating Budget, and the proposed FY2025 through FY2029, FY 2025 Capital Budget, per Public Act 2 of 1968, as amended, and SMART Policy Sixteen (16), as submitted by staff and reviewed by the SMART Board Budget Committee. The budget is required to be considered and approved thirty (30) days before the beginning of the fiscal year under PA 204 of 1967.

DISCUSSION

The SMART Board Budget Committee met with staff on May 23, 2023, to review the proposed FY 2025 Operating Budget, Restricted Operating Budget, and the proposed FY 2025 through FY 2029 Capital Budget. After in-depth discussion, the Budget Committee voted unanimously to move the three budgets forward to the full SMART Board for consideration.

The proposed operating budget for FY2025 is \$173.4 million, including \$1,800,000 in contingency. These operating funds will be used to provide regular and FAST fixed route bus service, Microtransit, and all paratransit and Community Transit bus services in Macomb and Oakland Counties and the participating Public Act 196 (of 1986) communities within Wayne County.

Each fiscal year SMART appropriates a restricted operating budget. The restricted budget passes through federal and state grant dollars to non-profit organizations and municipalities across Macomb, Monroe, Oakland, and Wayne Counties to contractually provide bus transportation services within their communities. The recommended FY2025 restricted operating budget is \$14 million.

SMART applies for federal and state grants annually to help cover capital and some operating costs. SMART has received an estimated \$167.1 million in federal and state grants awarded in previous fiscal years. Additionally, SMART estimates an additional \$54.0 million in federal and state grant revenues for FY2025. Of the estimated federal grant funding for FY2025, \$10.0 million is appropriated within the FY2025 operating budget for operations.

ATTACHMENT

- SMART FY2025 Operating Budget
- SMART FY2025 Restricted Operating Budget
- SMART FY2025 / FY2029 Capital Budget •
- Resolution .



SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Adoption of the FY2025 Operating Budget, FY2025 Restricted Operating Budget and FY2025 - FY2029 Capital Budget

- Whereas, It is the determination of the Suburban Mobility Authority for Regional Transportation (Authority) that an annual budget for Authority operation be enacted annually pursuant to Authority Board Policy Sixteen (16) and in accordance with the Uniform Budget and Accounting Act of the State of Michigan (PA 2 of 1968 as amended) to budget and appropriate money for Authority operation for FY 2025; and
- Whereas, The Authority also develops and appropriates money to fund a restricted operating budget which appropriates federal and state grant dollars to those eligible PA 196 communities and all communities in Oakland and Macomb Counties along with eligible non-profit organizations to assist in operating bus service on a local level; and
- Whereas, The Authority establishes every fiscal year a five-year Capital Budget which is utilized to plan Capital expenditures and various operational grants over a five-year period; and
- Whereas, The Authority annually appoints three Board members to a special committee designated as a Budget Committee to review in detail the proposed Authority Operating Budget, Restricted Operating Budget, and the five-year Authority Capital Plan which said Committee reviewed in detail within an open meeting on May 23, 2024; and
- Whereas, A public notice was published in two newspapers in the metropolitan area notifying the public that the proposed operating budgets and capital budget were available for review from April 22, 2024, to May 23, 2024; and
- Whereas, The Authority pursuant to the provisions of PA 204 of 1967 as amended will submit its FY2025 Operating Budgets and Capital Budgets to the RTA Board for review along with any comments; now, therefore be it
- Resolved, That the Board of Directors of Suburban Mobility Authority for Regional Transportation hereby adopts the FY 2025 Operating Budget, Restricted Operating Budget, and the FY 2025 through FY 2029 Capital Budget; and, be it further
- Resolved, That the SMART Board of Directors hereby adopts 10% of a line item as the limitation for line item amendments without Board Approval.

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 May 23, 2024.

Board Secretary

No.____

Date



DATE:	May 23, 2025	DISPOSITION SOUG	HT: Board Approval
TO:	SMART Board of Directors	SUBMITTED BY:	VP of Finance
FROM:	Finance Department	APPROVED BY:	General Manager
SUBJECT:	Authorization to File and Execute A FY 2025 Annual Application for M		

RECOMMENDATION

That the Board of Directors adopts the attached resolution authorizing the Board Chairperson to file the grant applications and execute contracts and amendments for the FY 2025 Annual Application for state transportation capital and operating assistance to the Michigan Department of Transportation (MDOT). The Annual Application is the Suburban Mobility Authority for Regional Transportation (SMART) application to MDOT for the estimated state capital and operating financial assistance required to operate public transportation during fiscal years 2025-2029. The Board Chairperson is the official representative of the applicant for all public transportation matters who is authorized to provide such information as deemed necessary by the commission or department for its administration of Act 51.

DISCUSSION

Pursuant to Section 10e of Act 51 of the Public Acts of 1951, as amended, eligible transportation authorities are required to file an Annual Application describing the service, programs, and projects to be carried out in the ensuing fiscal year, together with specific requests for estimated capital and operating financial assistance. This application will be used by MDOT in the development of specific funding requests to the Michigan legislature for FY 2025 public transportation program appropriations for the SMART service area. Public notice was published in the Detroit News and Detroit Free Press on April 22, 2024, and Michigan Chronicle on April 22, 2024. The timeframe to submit comments and/or a request for a public hearing closed Wednesday, May 22, 2024; no comments or requests were received and therefore the estimated budgets are final.

For SMART Sections 5307 and 5339 Federal Formula funds, the funding levels in this application are based on funding targets set by SEMCOG and the RTA's approved split for FY 2025: SMART will receive 50% (5307) and (5339) of the Detroit UZA apportionment. For SMART Section 5310 funds, which will be applied for through the RTA once FY 2025 apportionment levels are published by the FTA, we requested the amount needed for various qualifying capital and operating assistance projects.

For all other funds, the application for FY 2025 is based on the following assumptions. First, the LETC 5307 Governor's Apportionment, the LETC 5339 Governor's Apportionment, and LETC share of Toledo's 5307 and 5339 Formula funds, are based on funding targets set by SEMCOG. Second, SMART and LETC FY2023 Congestion Mitigation Air Quality (CMAQ) has been awarded by SEMCOG. Third, Section 5311, Specialized Services operating assistance and Act 51 operating assistance funds are requested based on the past MDOT funding distribution levels and on the proposed State reimbursement rates.

Per MDOT instructions, capital line items reflect a 20% State match. At the time of appropriation/allocation, MDOT will determine what funding source is available for match. SMART, communities and agencies are responsible for up to the full 20% match when MDOT does not participate.

Program funding is subject to change upon receipt of federal appropriations or budget and/or scope amendments or revisions. The budget for the local transportation program is balanced.

Changes in eligibility documentation have not occurred during the past state fiscal year.

ATTACHMENTS

- FY 2025 Budget Summary
- FY 2025 Annual Application: Capital Requests
- Resolution



RESOLUTION

Authorizing the Submittal of the Authority's FY 2025 Annual Application, the Execution of Grant Contracts and Amendments for Financial Assistance under Act No. 51 of the Public Acts of 1951

Whereas,	Pursuant to Michigan Department of Transportation (MDOT) guidelines, it is necessary for the Suburban Mobility Authority for Regional Transportation (Authority) to make known, by formal resolution, its intent to apply for State financial assistance under provisions of Section 10e of Act No. 51 of the Public Acts of 1951, as amended; and
Whereas,	Act No. 51 of the Public Acts of 1951, as amended, requires that the Authority prepare and submit an Annual Application each year; and
Whereas,	The Annual Application for FY 2025 includes the request for State capital and operating financial assistance for FY 2025; and
Whereas,	The budget for the local transportation program is balanced and estimated revenues are \$173,382,996 (Route Revenue \$5,836,896, Federal \$14,000,000, State \$45,651,000, Local \$101,120,000, Other \$6,775,100) and support the proposed expenditures of \$173,382,996; and
Whereas	In its Master Agreement with Public Transportation Providers of July 9, 2013, the Regional Transit Authority (RTA) provided approval for the Authority to work directly with MDOT to finalize and submit a FY 2025 funding application; and
Whereas,	Performance indicators have been reviewed and approved by the governing body, and
Whereas,	Changes in eligibility documentation have not occurred during the past state fiscal year; now, therefore be it
<u>Resolved</u> ,	That the Authority does hereby make its intensions known to provide transportation services and apply for state financial assistance with this annual application, in accordance with Act 51. That the Authority does hereby establish the intent to file an application, execute contracts and amendments allowing for execution of Sections 5307 and 5339 Formula Capital including the Governor's Apportionments for Monroe, Congestion Mitigation and Air Quality (CMAQ), Section 5310, Section 5311, and Specialized Services for financial assistance under the provisions of Section 10e of Act No. 51 of the Public Acts of 1951, as amended; and be it further

- Resolved,That the Board of Directors of the Authority authorizes the Vice President of Finance,
Ryan Byrne, to provide such information as deemed necessary by MDOT to make an
official determination of the eligibility for funds under the provision of Section 10e of
Act no. 51 of the Public Acts of 1951, as amended; and, be it further
- Resolved, That the Board of Directors of the Authority authorizes the Authority to submit the Annual Application for FY 2025 to MDOT in compliance with the requirements of Section 10e of Act No. 51 of the Public Acts of 1951, as amended, and provide such information as deemed necessary by the commission or MDOT for its administration.

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 May 23, 2024

Date

Board Secretary

No._____

SMART - FY 2025 Annual Plan Estimated Budget Summary ^{(A)(B)} <u>4/22/24</u>

		Eligible	Federal	Federal	Federal	MDOT	MDOT	MDOT	MDOT	Local
	Description	Total*	100%	80%	50%	20%	50%	Other	Act 51	50%
CAPITA	(A)									
	5307 Formula ^(B)									
1	SMART (50% Detroit UZA)	41,281,444		33,025,155		8,256,289				
	Monroe (MI portion of Toledo UZA)	628,759		503,007		125,752				
	Subtotal 5307	41,910,203		33,528,162		8,382,041				
П	Monroe 5307 Governor's Apportionment ^(B)									
	Operating	1,044,944			522,472					#522,472
-	Capital	1,643,843		1,315,074		328,769				
S	ubtotal 5307 GA (Capital and Capitalized Operating)	2,688,787		1,315,074	522,472	328,769				#522,472
III	5339 Formula ^(B)									
	SMART (50% Detroit UZA)	4,562,076		3,649,661		912,415				
	Monroe (MI potion of Toledo UZA)	70,045		56,036		14,009				
	Subtotal 5339	4,632,121		3,705,697		926,424				
IV	Monroe 5339 Governor's Apportionment ^(B)									
	Subtotal 5339 GA	208,466		166,773		41,693				
v	Congestion Mitigation Air Quality (CMAQ) ^(C)									
	SMART	2,362,756		1,890,205		472,551				
	Monroe	650,000		520,000		130,000				
	Subtotal CMAQ	3,012,756		2,410,205		602,551				
VI	Carbon Reduction Program (CRP) ^(C)									
	SMART	0		0		0				
	Monroe	500,000		400,000		100,000				
	Subtotal CRP	500,000		400,000		100,000				
VII	Section 5310- Elderly and Disabled Program ^(D)									
	SMART	4,065,482	0	1,697,214	971,982	424,304				#971,982
	Monroe	0		0	0	0				
	North Oakland Transportation Authority (NOTA)	956,266		0	478,133	0				#478,133
	Subtotal 5310	5,021,748	0	1,697,214	1,450,115	424,304				#1,450,115
VIII	Section 5311-Nonurban Job Access and									
	Reverse Commute (JARC) (E)									
	North Oakland Transportation Authority (NOTA)	1,052,522		0	526,261		526,261			
	Subtotal 5310	1,052,522		0	526,261	0	526,261			
	TOTAL Capital	58,526,603	0	42,823,125	2,498,848	10,705,782	526,261			#1,972,587
		00,020,000	<u> </u>	42,023,123	2,430,040	10,103,102	520,201			#1,312,301
	(Ref. line 411 operating revenue schedules)									
IX	Act 51 Operating ^(F) - SMART Urban Metro	40 000 460							40.000.400	
	- SMART Orban Metro - Monroe Urban Small (Lake Erie)	42,238,160 1,464,900							42,238,160 1,464,900	
	- Bedford Urban Metro	166,200							166,200	
	- Monroe Nonurban	320,600							320,600	
	Subtotal Act 51 Operating	44,189,860							44,189,860	
									· •	

X	Section 5311 (formerly Section 18 FTA pass-th (Ref. Line 413 nonurban operating revenue	ru) ^(G)								
	sched.)	704,350						704,350		
XI	Other State Subsidized Services	0								
	- Specialized Services Grant	1,312,040						1,312,040		
	- Royal Oak Township	13,940						13,940		
		1,325,980						1,325,980		
	TOTAL Operating	46,220,190						2,030,330	44,189,860	
Gra	and total Estimated Funding for SMART & Lake Erie	104,746,793	0	42,823,125	2,498,848	10,705,782	526,261	2,030,330	44,189,860	#1,972,587

Footnotes

(A) Per 2025 Annual Application Capital Grants Worksheet. The Detroit UZA Formula splits, where applicable, are based on RTA split from FY 2019. Based on MDOT Application Instructions, we have budgeted for MDOT match of 20% for capital and 0% for 5310 New Freedom and 5307 Governor's Apportionment Operating assistance (local match). Each local match dollar amount has been labeled with a # and has been backed out of the total amount budgeted.

(B) FY 2025 Funding based on Semcog targets for Federal Formula Funding.

(C) CMAQ and Carbon Reduction Funds approved by SEMCOG.

(D) SMART's portion of 5310 funds are determined by the RTA after Detroit UZA apportionment is made available by FTA. FY 2025 Funding based on FY 24 estimates plus 2%. An application for funds will be submitted to the FTA after a Call for Projects and Program of Projects is developed in 2025. Monroe 5310 and NOTA Nonurban New Freedom Operating funds are administered by MDOT and have been requested in SMART's FY25 Annual Application to MDOT.

(E) Nonurban JARC funds have been requested in SMART's FY25 Annual Application. We have budgeted for MDOT match of 20% for capital and 50% for operating.

(F) Act 51 Operating is based on SMART's adopted FY 2025 budget, found under "5) Revenue Assumptions."

(G) Section 5311 and Other State Subsidized Services based on SMART's adopted FY 2025 budget, found under "3) Restricted."

	5 Year Capital Plan: FY25-29 SMART/Monroe/NOTA														
		2025			2026			2027			2028			2029	
Description	Federal	2025 State/Local	Total	Federal	2026 State/Local	Total	Federal	State/Local	Total	Federal	State/Local	Total	Federal	2029 State/Local	Total
1. 5307 Formula Funding		otato/200al			01010/2000			otato. 200a.		. ouorui	Clato, 200al			01010/2000	
SMART**															
Preventive Maintenance	8,000,000	2,000,000	10,000,000	8,000,000	2,000,000	10,000,000	8,000,000	2,000,000	10,000,000	8,000,000	2,000,000	10,000,000	8,000,000	2,000,000	10,000,000
Security & Safety Activities (1.75% Min)	0	2,000,000	0	0,000,000	0	0	0	2,000,000	0	0	2,000,000	0	0	2,000,000	
Enhancement Activities - Bus Stop Key-Ways Expansion	960.000	240.000	1.200.000	200.000	50.000	250.000	200.000	50.000	250.000	200.000	50.000	250.000	200.000	50.000	250.000
Bus Replacement- DO	1,149,795	287,449	1,437,244	0	00,000	0	2,432,900	608,225	3,041,125	200,000	00,000	200,000	0	00,000	200,000
Bus Expansion Connector	2.496.000	624.000	3.120.000				2,102,000	000,220	0,011,120	0				0	
Bus Expansion Paratransit Lrg Qty WC vehicles	360,000	90.000	450,000												
Van Expansion Connector	304,000	76,000	380,000												
Support Vehicle Expansion (ADA Staff Vehicles)	240,000	60.000	300,000												
Bus Replacement- Community Operated	240,000	00,000	000,000	1,615,248	403.812	2,019,060	835.896	208,974	1,044,870	0	0	0	0	0	(
Bus Replacement- Set Aside	0	0	0	8,000,000	2,000,000	10,000,000	000,000	0	1,044,070	0	0	0	0	0	
Bus Replacement- F/R	16,555,360	4,138,840	20,694,200	5,189,440	1,297,360	6,486,800	0	0	0	19,456,668	4.864.167	24,320,835	19,456,668	4,864,167	24,320,835
General Planning Consultant/Studies	800,000	200,000	1,000,000	0,100,440	1,201,000	0,400,000	0	0	0	10,400,000	4,004,107	24,020,000	0	4,004,101	24,020,000
Information Technology Projects	800,000	200,000	1,000,000	1,160,000	290,000	1,450,000	960,000	240,000	1,200,000	920,000	230.000	1,150,000	920,000	230,000	1,150,000
Facility Renovation	1.360.000	340.000	1.700.000	9,520,970	2.380.243	11.901.213	21.930.575	5.482.644	27.413.219	6.469.890	1.617.473	8.087.363	6.469.890	1.617.473	8.087.363
Subtotal SMART	33.025.155	8.256.289	41.281.444	33.685.658	8.421.415	42.107.073	34.359.371	8.589.843	42.949.214	35.046.558	8.761.640	43.808.198	35.046.558	8.761.640	43.808.198
Monroe-5307 TARTA Apportionment	33,023,133	0,230,203	41,201,444	33,003,030	0,421,413	42,107,073	54,555,571	0,000,040	42,343,214	33,040,330	0,701,040	43,000,130	55,040,550	0,701,040	45,000,150
Preventative Maintenance	196.079	49.020	245.099	133.600	33.400	167.000	120,768	30,192	150.960	120.768	30,192	150.960	120.768	30,192	150.960
Bus Replacement	294,082	73,521	367,603	134,288	33,572	167,860	392,314	98,080	490.394	402,781	100,695	503,476	402,781	100,695	503,476
Bus Equipment/Parts	10,246	2,562	12,808	10,246	2,562	12.808	10,246	2,562	12,808	10,246	2,562	12.808	10,246	2,562	12,808
Shop Equipment	10,240	2,302	12,000	10,240	2,502	12,000	10,240	2,302	12,000	10,240	2,302	12,000	10,240	2,302	12,000
Facility Renovations	0	0	0	232,333	58,083	290,416	0	0	0	0	0	0	0	0	
		650	3,250		650	3,250	0		0	0	0	0	0	0	
Transit Security Upgrades Support Vehicle Replacement	2,600	050	3,250	2,600	000	3,250	0	0	0	0	0	0	0	0	
	0	0	÷	513.067	128,267	641.334	523.328	130.833	654.161	533.795	133.449	667.244	533.795	133,449	007.04
Subtotal Monroe	503,007	125,752	628,759	513,067	128,267	641,334	523,328	130,833	654,161	533,795	133,449	667,244	533,795	133,449	667,244
Total 5307 Formula Funding	33,528,162	8,382,041	41,910,203	34,198,725	8,549,681	42,748,406	34,882,699	8,720,676	43,603,375	35,580,353	8,895,088	44,475,441	35,580,353	8,895,088	44,475,44
2. Monroe 5307 Governor's Apportionment															
	540.000	400.400	0.45.400	011.101	000.055	4 04 4 070	0			0	0		0	0	
Facility Renovation	516,399	129,100	645,499	811,421	202,855	1,014,276	0	0	0	0	0	0	0	0	(
Replace AVL System	592,049	148,012	740,061	0	0	0	0	-	0	0	0	0	0	0	(
Information Technology Hardware/Software	0	0	0	0	0	0	0		0	0	0	0	0	0	(
Vehicle Replacement	206,626	51,657	258,283	0	0	0	986,352	246,588	1,232,940	898,134	224,534	1,122,668	898,134	224,534	1,122,668
Support Vehicle Replacement	0	0	0	0	0	0	0	0	0	0	0	0	0	0	(
Preventative Maintenance	0	0	0	0	0	0	441,181	110,295	551,476	441,181	110,295	551,476	441,181	110,295	551,476
a Operating (# Under Operating Budget)	# 522,472	# 522,472	#1,044,944	#1,062,876	#1,062,876	#2,125,752	# 484,250	# 484,250	#968,500	# 484,250	# 484,250	#968,500	# 484,250	# 484,250	#968,500
Total 5307 Gvnr's Apportionment	1,315,074	328,769	1,643,843	811,421	202,855	1,014,276	1,427,533	356,883	1,784,416	1,339,315	334,829	1,674,144	1,339,315	334,829	1,674,144
3. 5339 Formula Funding															
SMART**															
Facility Renovation	3.649.661	912.415	4.562.076	3.722.655	930.664	4.653.319	3.797.108	949.277	4.746.385	3.873.050	968.263	4,841,313	3.873.050	968,263	4.841.313
Subtotal SMART	3.649.661	912,415	4.562.076	3.722.655	930.664	4.653.319	3.797.108	949.277	4.746.385	3.873.050	968.263	4.841.313	3.873.050	968.263	4.841.313
Monroe 5339 Gov's Appt. & TARTA	3,043,001	512,415	4,302,070	3,722,000	330,004	4,000,010	3,737,100	343,211	4,740,505	3,073,030	300,203	4,041,313	3,073,030	300,203	4,041,310
Bus Replacement	0	0	0	0	0	0	173,510	43,378	216,888	0	0	0	0	0	
Bus Replacement (from TARTA)	0	0	0	0	0	0	58,300	14,575	72,875	0	0	0	0	0	
Shop Equipment	4,800	1.200	6.000	0	0	0	0		12,015	0	0	0	0	0	
Bus Shelters- Expansion	28,000	7.000	35.000	0	0	0	0	0	0	0	0	0	0	0	
Preventive Maintenance	28,000	7,000	35,000	0	0	0	0	0	0	176.980	44.245	221.225	176.980	44.245	221.225
Preventive Maintenance Preventive Maintenance (from TARTA)	0	0	0	0	0	0	0		0	59,466	44,245	74,333	59,466	44,245	74,333
	133.973	33.493	167.466		42.527	212,635	0	0	0	59,466	14,867	74,333	59,466	14,867	/4,333
Facility Renovation				170,108			0	-	•		0		-	0	
Facility Renovation (from TARTA)	56,036	14,009	70,045	57,157	14,289	71,446	0	0	0	0	0	0	0	0	295,558
• • • • • • •															295 559
Subtotal Monroe	222,809	55,702	278,511	227,265	56,816	284,081	231,810	57,953	289,763	236,446	59,112	295,558	236,446	59,112	233,330
Subtotal Monroe Total 5339 Formula Funding	3,872,470	968,118	4,840,588	3,949,920	987,480	4,937,400	231,810 4,028,918	1,007,230	5,036,148	4,109,496	1,027,374	5,136,870	4,109,496	1,027,374	5,136,870

	5 Year Capital Plan: FY25-29 SMART/Monroe/NOTA														
		2025			2026			2027			2028			2029	
Description	Federal	State/Local	Total	Federal	State/Local	Total	Federal	State/Local	Total	Federal	State/Local	Total	Federal	State/Local	Total
4. CMAQ Funding +															
SMART															
Bus Replacement-F/R	0	0	0	1,037,888	259,472	1,297,360	0	0	0	0	0	0	0	0	(
Bus Replacement- DO	1,890,205	472,551	2,362,756	940,248	235,062	1,175,310	0	0	0	0	0	0	0	0	0
b Select Route Service Expansion (#Oper Bdgt)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Replace Community Transit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	(
Subtotal SMART	1,890,205	472,551	2,362,756	1,978,136	494,534	2,472,670	0	0	0	0	0	0	0	0	(
Monroe															
Facility Renovation-EV Charging Infrastructure	520,000	130,000	650,000	520,000	130,000	650,000	0	0	0	0	0	0	0	0	(
Purchase Vehicles	0	0	0	0	0	0	1,924,310	481,078	2,405,388	0	0	0	0	0	(
Subtotal Monroe	520,000	130,000	650,000	520,000	130,000	650,000	1,924,310	481,078	2,405,388	0	0	0	0	0	(
Total CMAQ Funding	2,410,205	602,551	3,012,756	2,498,136	624,534	3,122,670	1,924,310	481,078	2,405,388	0	0	0	0	0	(
5. Carbon Reduction Program +															
SMART															
Bus Replacement-F/R- Electric	0	0	0	960,000	240,000	1,200,000	0	0	0	0	0	0	0	0	0
Bus Replacement- DO-Electric	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Electric Bus Charging Infrastructure	0	0	0	560,000	140.000	700,000	0	0	0	0	0	0	0	0	0
Subtotal SMART	0	0	0	1.520.000	380.000	1.900.000	0	0	0	0	0	0	0	0	0
Monroe		-	-	.,,	,	.,,	-		-				-	_	
Facility Renovation-EV Charging Infrastructure	120,000	30.000	150.000	0	0	0	0	0	0	0	0	0	0	0	0
Electric Support Vehicle-Expansion	280,000	70.000	350,000	0	0	0	0		0	0	0	0	0	0	0
Subtotal Monroe	400,000	100,000	500,000	0	0	0	0		0	0	0	0	0	0	(
Total Carbon Reduction Program Funding	400,000	100.000	500.000	1,520,000	380.000	1.900.000	0	0	0	0	0	0	0	0	C
	,	,		,,		,,				-					
6. SMART 5310 Funding ++															
SMART											004.050				
5310 Capital Projects (vehicles)	1,248,499	312,125	1,560,624	1,292,198	323,050	1,615,248	1,337,434	334,359	1,671,793	1,337,434	334,359	1,671,793	1,337,434	334,359	1,671,793
5310 Mobility Management	448,715	112,179	560,894	458,900	114,725	573,625	468,626	117,157	585,783	468,626	117,157	585,783	468,626	117,157	585,783
c NF Operating Assistance (#Oper Bdgt)	#971,982	#971,982	#1,943,964	#971,982	#971,982	#1,943,964	#971,982	#971,982	#1,943,964	#971,982	#971,982		#971,982	#971,982	#1,943,964
New Freedom Administration	0	0	0	25,000	0	25,000	25,000	0	25,000	25,000	0	25,000	25,000	0	25,000
Subtotal SMART	1,697,214	424,304	2,121,518	1,776,098	437,775	2,213,873	1,831,060	451,515	2,282,575	1,831,060	451,515	2,282,575	1,831,060	451,515	2,282,575
Monroe TARTA & MDOT Nonurban															
Purchase Vehicles-TARTA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Purchase Vehicles-Nonurban	0	-	÷	0	÷	÷	0	÷	0	0	0	-	0	0	0
Subtotal Monroe	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NOTA^															
d Nonurban NF Operating (#Oper Bdgt)	#478,133	#478,133	#956,266	#151,511	#151,511	#303,022	#151,511	#151,511	#303,022	#151,511	#151,511	#303,022	#151,511	#151,511	#303,022
Subtotal NOTA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total 5310 Capital Funding	1,697,214	424,304	2,121,518	1,776,098	437,775	2,213,873	1,831,060	451,515	2,282,575	1,831,060	451,515	2,282,575	1,831,060	451,515	2,282,575
7. Nonurban 5311 JARC ^{^^}															
NOTA															
Purchase Vehicle	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Purchase Equipment	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mobility Manager	0	0	0	0	0	0	0	0	0	0	0	0	0	0	C
e Nonurban JARC Operating (#Oper Bdgt)	#526,261	#526,261	#1,052,522	#217,883	#217,883	#435,766	#217,883	#217,883	#435,766	#217,883	#217,883	#435,766	#217,883	#217,883	#435,766
Total 5311 JARC Capital Funding	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grand Total SMART, Monroe & NOTA	43,223,125	10,805,781	54,028,906	44,754,300	11,182,325	55,936,625	44,094,520	11,017,381	55,111,901	42,860,224	10,708,806	53,569,030	42,860,224	10,708,806	53,569,030
			,0,000	,,	,	,,	,	, ,	,	·_,-••, •	,	,,,,,	,,,	,	,,,,,,,,,,,

	5 Year Capital Plan: FY25-29														
SMART/Monroe/NOTA															
		2025			2026			2027			2028			2029	
Description	Federal	State/Local	Total	Federal	State/Local	Total	Federal	State/Local	Total	Federal	State/Local	Total	Federal	State/Local	Total
8. Operating & Service Expansion															
a Operating (# Under Operating Budget)	522,472	522,472	1,044,944	1,062,876	1,062,876	2,125,752	484,250	484,250	968,500	484,250	484,250	968,500	484,250	484,250	968,500
Select Route Service Expansion (#Oper Bdgt) 0 <td>0</td>														0	
JF Operating Assistance (#Oper Bdgt) 971,982 971,982 1,943,964 971,982 971,982 1,943,964 971,982 971,982 1,943,964 971,982 971,982 1,943,964 971,982 971,982 1,943,964 971,982 971,982 1,943,964 971,982 971,982 1,943,964 971,982 971,982 1,943,964 971,982 971,982 1,943,964 971,982 971,982 1,943,964 1,943,964 1,944,944 1,944 1,944 1,944 1,944 1,944 1,944 1,944 1,944 1,944 1,944 1,944 1,944														1,943,964	
Vonurban NF Operating (#Oper Bdgt) 478,133 478,133 956,266 151,511 151,511 303,022 151,511 151,511 303,022 151,511 151,511 303,022 151,511 151,511 303,022														303,022	
e Nonurban JARC Operating(#Oper Bdgt)	526,261	526,261	1,052,522	217,883	217,883	435,766	217,883	217,883	435,766	217,883	217,883	435,766	217,883	217,883	435,766
Total Operating & Service Expansion	2,498,848	2,498,848	4,997,696	2,404,252	2,404,252	4,808,504	1,825,626	1,825,626	3,651,252	1,825,626	1,825,626	3,651,252	1,825,626	1,825,626	3,651,252
Grand Total including Opr & Svc Expansion	45,721,973	13,304,629	59,026,602	47,158,552	13,586,577	60,745,129	45,920,146	12,843,007	58,763,153	44,685,850	12,534,432	57,220,282	44,685,850	12,534,432	57,220,282
Notes															
	ing based of	Comoos tors	ata with an an	nual increas	a of 2%										
* Future Fiscal Years (2025-2029) federal formula fundi			ets with an an	nual increas	e 01 2%.										
** Funding levels for SMART 50% share of Detroit UZA funds for			-												
+ FY 2025-2026 CMAQ & Carbon Reduction Programs Projection								istory.							
++ SMART's share of the 5310 Funding for the Detroit UZA is de							sts for funding.								
^Nonurban New Freedom funds are allocated by MDOT and are						t UZA.									
^^Nonurban 5311 funds are administered by MDOT. SMART ap															
# Governor's Apportionment, Section 5310 Funding and JARC															
50% Federal with 50% State Match, and 80% Federal with 20%	Local.)These	numbers are sho	own on the table	but not include	d in the sum of a	capital funds.									

	MC/CC Cor	-			Community		Createl		
County	Communities		1unicipal Credits		Community Credits		Special ubsidies	Totals	
Macomb	Charter Township of Chesterfield	\$	42,475	\$	69,039	\$	-	\$	111,514
	Charter Township of Clinton	\$	94,079	\$	176,543	\$	_	\$	270,622
	City of Eastpointe	\$	32,120	\$	65,687	\$		\$	97,80
	Charter Township of Harrison	\$	22,753	\$	92,753	\$		\$	115,50
	Macomb Township	\$	85,785	\$	152,189	\$		\$	237,97
	Richmond Lenox	\$	-	\$	-	\$	500,000	\$	500,00
	City of Roseville	\$	44,660	\$	94,683	\$	-	\$	139,34
	Charter Township of Shelby	\$	74,319	\$	196,455	\$	_	\$	270,77
	City of Sterling Heights	\$	125,742	\$	229,739	\$	-	\$	355,48
	City of St. Clair Shores	\$	55,100	\$	124,979	\$	-	\$	180,07
	City of Warren	\$	130,464	\$	268,569	\$	_	\$	399,03
	Washington Township	\$	24,577	\$	51,619	\$	_	\$	76,19
Oakland	City of Auburn Hills	\$	22,800	\$	34,695	\$		\$	57,49
- uniunu	City of Birmingham	\$	20,416	\$	35,258	\$	_	\$	55,67
	Charter Township of Bloomfield	\$	41,420	\$	76,227	\$	85,000	\$	202,64
	City of Farmington Hills	\$	78,613	\$	143,644	\$	-	\$	222,25
	City of Ferndale	\$	17,965	\$	42,887	\$	-	\$	60,85
	City of Madison Heights	\$	26,648	\$	56,812	\$	_	\$	83,46
	City of Novi	\$	61,997	\$	-	\$	-	\$	61,99
	City of Oak Park	\$	27,664	\$	53,987	\$	_	\$	81,65
	City of Pontiac	\$	57,665	\$	124,043	\$	-	\$	181,70
	City of Rochester Hills	\$	71,412	\$	-	\$	-	\$	71,41
	City of Royal Oak	\$	54,483	\$	113,425	\$	-	\$	167,90
	City of Southfield	\$	71,716	\$	136,975	\$	-	\$	208,69
	City of Troy	\$	81,700	\$	141,627	\$	_	\$	223,32
	City of Walled Lake	\$	6,783	\$	174,371	\$	-	\$	181,15
	Charter Township of Waterford	\$	66,063	\$	-	\$	-	\$	66,06
	Charter Township of W. Bloomfield	\$	61,665	\$	113,470	\$	35,000	\$	210,13
Wayne	City of Allen Park	\$	26,800	\$	54,619	,	,	\$	81,41
- / -	Charter Township of Canton	\$	92,340	\$		\$	-	\$	92,34
	City of Dearborn	\$	102,933	\$	171,330			\$	274,26
	City of Dearborn Heights	\$	59,242	\$	107,208			\$	166,45
	Garden City	\$	25,631	\$	55,832			\$	81,46
	City of Hamtramck	\$	26,610	\$	40,264			\$	66,87
	City of Inkster	\$	24,415	\$	54,639			\$	79,05
	City of Lincoln Park	\$	37,668	\$	73,679			\$	111,34
	City of Livonia	\$	89,424	\$	-			\$	89,42
	City of Romulus	\$	23,570	\$	41,023			\$	64,59
	City of Southgate	\$	28,092	\$	54,650			\$	82,74
	City of Taylor	\$	59,347	\$	123,523			\$	182,87
	City of Trenton	\$	17,357	\$	36,197			\$	53,55
	City of Wayne	\$	16,578	\$	35,058			\$	51,63
	City of Westland	\$	79,952	\$	152,808			\$	232,76
	City of Wyandotte	\$	23,456	\$	53,470			\$	76,92
	TOTAL MC/CC CONTRACTs (>\$50,000)	\$ 2.3	234,485.50	Ś	3,823,976.00	\$6	20,000.00	\$6	,678,461.5

FY 2025 MC, CC, POS Contracts, and Monroe County Pass-Through Funds (Communities Receiving More Than \$50,000)



DATE:	May 23, 2024
TO:	SMART Board of Directors
FROM:	VP of Finance/CFO

DISPOSITION SOUGHT: Board Approval SUBMITTED BY: APPROVED BY:

VP of Finance/CFO General Manager

SUBJECT: Fiscal Year 2025 Municipal Credit, Community Credit, and Purchase of Service Agreements (Those receiving \$50,000 or greater)

RECOMMENDATION

That the SMART Board of Directors approves the attached resolution authorizing the execution of Municipal and Community Credit and Purchase of Service (POS) contracts with local communities and agencies entitled to receive total funding in excess of \$50,000. The agreement involves funds from the FY 2025 Act 51 Municipal Credit Program, SMART Community Credit Program, and federal pass-through funds for Monroe County.

DISCUSSION

Municipal and Community Credit and POS agreements provide, and govern the use of, the primary source of operating revenue for the SMART community-based transit programs.

Municipal Credit funds are allocated to each municipality in Macomb, Oakland, and Wayne counties on a per capita basis. The funding level is determined by the Michigan Legislature and is unchanged from the last year, consistent with the figures established using the 2020 census figures.

Community Credit funds are generated in the past by the tax collected in Macomb and Oakland County, and the opt-in communities in suburban Wayne counties. First implemented by the Board of Directors in 1996, the program was designed to support the expanded operation of local transportation programs by providing operating and capital funds to local units of government. The availability of Community Credits in FY2025 is made possible due to the passage of the 2022 .95 mill, transit ballot proposals. Community Credit funds are only made available to local communities that participate in the collection of the transportation millage. Community Credits are included in the FY 2025 Operating Budget.

Purchase of Service (POS) contracts are executed with transportation providers for the provision of paratransit services. The providers operate public transportation within their respective service areas under the terms and conditions set forth by the SMART Board of Directors. Tri-County POS projects are funded with a combination of Municipal and Community Credits, local funds, and other grants. The Monroe County POS projects are funded through SMART with state and federal funds at the level they would receive if their projects applied independently.

All funds are in the FY 2025 operating budget and the contracts are effective July 1, 2024.

For a complete list of communities and agencies receiving funds in excess of \$50,000 see the tables following the attached Resolution.

ATTACHMENTS

- Resolution •
- Listing of FY 2025 MC, CC, POS Contracts, and Monroe County Pass-Through Funds (Communities Receiving More Than \$50,000)



RESOLUTION

Authorization to Execute FY 2025 Municipal Credit and Community Credit Agreements and Purchase of Service Contracts Fiscal Year 2025 Municipal Credit, Community Credit, and Purchase of Service Agreements (Those receiving \$50,000 or greater)

Whereas, That the SMART Board of Directors is responsible for the design, implementation, and oversight of public transportation in suburban Macomb, Oakland, and Wayne counties; and SMART is the recipient of federal and state funds for certain transportation programs Whereas. operated in Monroe County; and Whereas, The Authority has adopted an operating budget for the fiscal year 2025 utilizing available federal, state, and local funds; and The SMART Board of Directors adopted a policy that would enhance locally provided Whereas, services by returning a portion of the proceeds from each county's property tax back to local communities; and Whereas, Pursuant to State law, the Authority has established mechanisms for use of Act 51 Municipal Credit funds for each municipality in Macomb, Oakland, and Wayne Counties; and Whereas, The Authority has established a mechanism for the use of Community Credit funds; and SMART acts as a "pass-through" agency for certain transportation programs operated in Whereas. Monroe County; now, therefore be it Resolved, That the General Manager of the Suburban Mobility Authority for Regional Transportation is authorized to execute Municipal and Community Credit and Purchase of Service (POS) agreements in Fiscal Year 2025 with the communities and agencies in the amounts listed in the attached tables.

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 May 23, 2024.

Board Secretary

Date

No. _____

FY 2025 MC, CC, POS Contracts, and Monroe County Pass-Through Funds (Communities Receiving More Than \$50,000)

	POS Contractor Contracts (>\$50,000)													
County	Communities		Municipal Credits	C	Community Credits		Special Subsidies		TOTALS					
Wayne	Nankin	\$	-	\$	-	\$	328,000	\$	328,000					
	Charter Township of Redford		46,332		95,541		-	\$	141,873					
Oakland	WOTA					\$	1,327,000	\$	1,327,000					
	NOTA					\$	2,094,000	\$	2,094,000					
	OPC					\$	765,000	\$	765,000					
	PEX						2,000,000		2,000,000					
	TOTAL POS CONTRACTOR Contracts (>\$50k))	46,332		95,541		6,514,000		6,655,873					
	Summary: MC/CC AND PO	S Co	ntractor Cont	ract	s (>\$50,000)									
	Subtotal MC/CC Contracts (>\$50,000)	\$	2,234,486	\$	3,823,976	\$	620,000	\$	6,678,462					
	Subtotal POS Contractor Contracts (>\$50k)	\$	46,332	\$	95,541	\$	6,514,000	\$	6,655,873					
	TOTAL MC/CC/POS (>\$50,000/Community)	\$	2,280,817	\$	3,919,517	\$	7,134,000	\$	13,334,334					

	Monroe County Federal and State Pass-Through Funds (Operating Funds Only)												
County		Sect	ion 5307	Sect	ion 5311	Act	t 51	тот	ALS				
Monroe	Monroe	\$	-	\$	125,000	\$	342,000	\$	467,000				
	Bedford		-		-		146,000	\$	146,000				
	Lake Erie		1,178,000		53,000		1,459,000	\$	2,690,000				
	TOTAL Monroe County Pass-Through Funds	\$	1,178,000	\$	178,000	\$	1,947,000	\$	3,303,000				

	Monroe County Federal and State Pass-Through Funds (Operating Funds Only)												
County		Sec	tion 5307	Sec	tion 5311	Act	t 51	тот	ALS				
Monroe	Monroe	\$	-	\$	125,000	\$	342,000	\$	467,000				
	Bedford		-		-		146,000	\$	146,000				
	Lake Erie		1,178,000		53,000		1,459,000	\$	2,690,000				
	TOTAL Monroe County Pass-Through Funds	\$	1,178,000	\$	178,000	\$	1,947,000	\$	3,303,000				



DATE:	May 23, 2024	DISPOSITION SOUGHT:	ł
TO:	SMART Board of Directors	SUBMITTED BY:	(
FROM:	AVP Financial Analysis & Audit	APPROVED BY:	(

Board Approval General Manager Certification Committee

SUBJECT: Authorization to Award a Contract for Financial Audit Services

RECOMMENDATION

That the Board adopts the attached resolution authorizing the award of a contract:

- for Financial Audit Services
- to Plante Moran of 1098 Woodward Avenue Detroit, MI 48226
- beginning July 1, 2024, for a three-year contract with two, one-year renewal options
- at a total cost not to exceed \$650,180.00 for 3 years and \$1,139,540.00 total for the 5 years

DISCUSSION

The Board of Directors of the Suburban Mobility Authority for Regional Transportation is required under Public Act 204 of 1967, as amended, Sections 10 (2) (d) (i) and 11 (c), to employ an independent certified public accounting firm to provide an annual financial audit. Reports are also required to comply with Public Act 51 of 1951, and other State and Federal requirements. Services will be provided for the fiscal years ending on June 30, 2024, 2025, 2026 and optionally for 2027 and 2028.

PROCUREMENT PROCESS

Procurement Method: Advertising:	□ Sealed Bid ⊠ Proposal □ Quotes □ Sole Source Michigan Chronicle and Michigan Inter-governmental Trade Network (MITN)		
# of downloads:	18		
Number of offerors:	3 Proposals		
Rationale for award:	A Request for Proposal (RFP) was advertised and published on MITN.		
	SMART received two (2) responsive and responsible proposals. The		
	proposal submitted by Plante Moran was found to be the most responsive		
and responsible in meeting the scope of work and determined to			
	most advantageous to SMART with price and other specified evaluation		
	criteria being considered. Price was determined to be fair and reasonable.		

FUNDING & COSTS

Funding for this service is available through the Authority's general fund. The contract costs are summarized as follows:

	Cost
Year 1	\$206,250.00
Year 2	\$216,530.00
Year 3	\$227,400.00
Base Term	\$650,180.00
Year 4 (Option)	\$238,710.00
Year 5 (Option)	\$250,650.00
Total	\$1,139,540.00

ATTACHMENTS

• Resolution



RESOLUTION

Authorization to Award a Contract for Financial Audit Services		
Whereas,	The Board is required to employ an independent certified public accounting firm to provide an annual financial audit as outlined under Public Act 204 of 1967, as amended; and	
Whereas,	Reports to comply with Public Act 51 of 1951 and other State and Federal requirements audit services are required; and	
Whereas,	Services will be provided for the fiscal years ending on June 30, 2024, 2025, 2026 and optionally for 2027 and 2028; and	
Whereas,	A Request for Proposal (RFP) was advertised and published on the Michigan Intergovernmental Trade Network (MITN). Two responsive and responsible proposals were received; and	
Whereas,	The proposal submitted by Plante Moran was found to be the most responsive and responsible in meeting the scope of work and determined to be the most advantageous to SMART with price and other specified evaluation criteria being considered. Price was determined to be fair and reasonable; and	
Whereas,	Funding for this project is available via operating funds: and	
Whereas,	The Director of Finance is satisfied that Plante Moran has the potential to perform under the terms and conditions of the contract; and	
Whereas,	The EEO Department is satisfied that Plante Moran is in compliance with the equal opportunity and affirmative action laws and policies of the Federal and State governments and the affirmative action policies of SMART; now, therefore be it	
Resolved,	That the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a three-year contract for financial audit services to Plante Moran, beginning July 1, 2024, at a cost not to exceed \$650,180.00, with two one-year renewal options for a total not to exceed amount of \$1,139,540.00 for the five years.	

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 May 23, 2024.

Date



DATE:	May 23, 2024	DISPOSITION SOUGHT:	Board Approval
TO:	SMART Board of Directors	SUBMITTED BY:	VP of Paratransit
FROM:	VP of Paratransit	APPROVED BY:	General Manager
SUBJECT:	Authorization to Enter Into an	Interlocal Agreement with Oak	land County for
	Veteran Transportation Services		

RECOMMENDATION

That the Board adopt the attached resolution authorizing an interlocal agreement:

- with Oakland County Veteran Service Department
- to facilitate and provide transportation services to veterans.
- for the period beginning June 1, 2024, and ending August 31, 2024
- at a reimbursement amount not to exceed \$70,000.00

DISCUSSION

Oakland County has received a grant from the Michigan Veterans Affairs Agency County Veteran's Service Fund (CVSF) for veteran transportation within Oakland County. The County is planning to partner with SMART to facilitate origin-to-destination transportation using its Paratransit, Demand Response, and Flex Services for veterans and their dependents. Under this new interlocal agreement, SMART will collaborate with its numerous local providers to provide transportation to veterans and their dependents within Oakland County, for all trip purposes. This differs from the previous interlocal agreement between SMART and Oakland County, which only provided transportation to county veteran offices to apply for benefits. The cost of each ride will be determined by the provider and service need and will be reimbursed by Oakland County using the grant funds. The terms of this agreement will be June 1, 2024, through August 31, 2024.

FUNDING

The project is funded via: Operating Funds

ATTACHMENTS

• Resolution



RESOLUTION

Authorization to Enter Into an Interlocal Agreement with Oakland County for Veteran Transportation Services

- Whereas, The Suburban Mobility Authority for Regional Transportation (SMART) Board of Directors authorization is requested to enter into an interlocal agreement with Oakland County; and
- Whereas, Oakland County has received a grant from the Michigan Veteran's Affairs Agency County Veteran's Service Fund (CVSF); and
- Whereas, Oakland County wishes to partner with SMART for the facilitation and provision of originto-destination transportation services for veterans and their dependents in Oakland County; and
- Whereas, SMART will collaborate with its numerous local providers to provide transportation to veterans and their dependents within Oakland County; and
- Whereas, The cost of each ride will be determined by the provider and service need and will be reimbursed by Oakland County using the grant funds now, therefore be it
- Resolved, That the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to enter into an interlocal agreement with Oakland County for the facilitation of transportation services to veterans and their dependents within Oakland County with a reimbursement amount not to exceed \$70,000.00 from June 1, 2024, through August 31, 2024.

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 May 23, 2024.

Date

Board Secretary

No._____

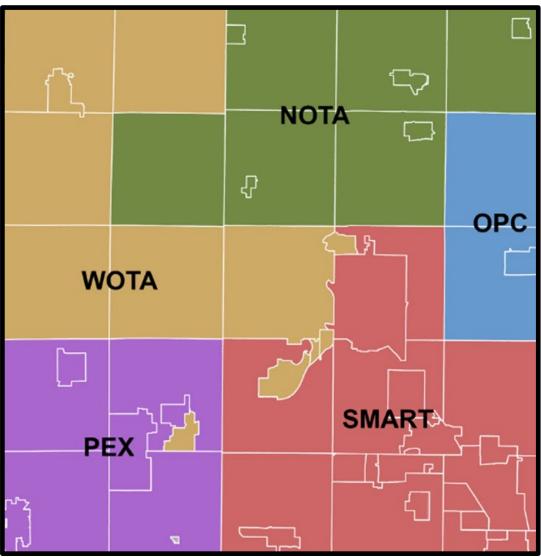
5MART

Oakland County Veterans Pilot Program

Daniel Whitehouse Vice President of Paratransit and On-Demand Services

Oakland County Veterans Program Process

- 1. Veterans will be verified by SMART or Oakland County transit providers using their driver's license/state ID or a copy of their license plate number.
- 2. Once a veteran is verified, trips can be scheduled through SMART.
- 3. All trip purposes within this grant are approved as long as the origin and destination are both in Oakland County.





Examples of verification





Oakland County Veterans Program

Funded through a grant from the Michigan Veterans Affairs Agency County Veteran's Service Fund (CVSF), SMART is partnering with Oakland County to facilitate origin-to-destination transportation for veterans and their dependents.

SMART will collaborate with its numerous local providers, including Western Oakland County Transportation Authority (WOTA), North Oakland Transportation Authority (NOTA), Older Persons Commission, and People's Express to offer transportation to veterans and their dependents within Oakland County, for all trip purposes.

The cost of each ride will be determined by the provider and service need and will be reimbursed by Oakland County using the grant funds. The terms of this agreement will be June 1, 2024, through August 31, 2024.





DATE:	May 23, 2024
TO:	SMART Board of Directors
FROM:	General Counsel

DISPOSITION SOUGHT: Board Approval SUBMITTED BY: **APPROVED BY:**

General Manager **Certification Committee**

SUBJECT: Authorization to Enter Into Contract Amendment No. 1 for a Five-Month Extension for Third Party Administrator Services for Vehicle and General Liability

RECOMMENDATION

The Board adopt the attached resolution authorizing Contract Amendment No. 1:

- for Third Party Administrator ("TPA") services for Vehicle and General Liability; •
- to ASU Group, 2120 University Park Drive, Okemos, MI 48864; •
- extending the contract for five (5) months from July 1, 2024, through November 30, 2024; •
- terms and conditions remain unchanged; •
- at a cost not to exceed \$182,458.33 during the five months. •

DISCUSSION

On May 23, 2019, the SMART Board of Directors authorized a contract for Third Party Administrator ("TPA") services for Vehicle and General Liability valid through June 30, 2024. Contract Amendment No. 1 extends the current contract through November 30, 2024, with terms and conditions unchanged. Billing rates charged by the Vendor during the 5-month extension period will be the same as those charged in the 2nd Option Year. It has been determined due to the changes in SMART processes, procedures, and the recent creation of the Safety, Risk, and Training department, the selected vendor needs to be able to track trends in data and generate performance indicators for the Authority, as well as, integrate with any necessary internal software systems, such as accident tracking software. Thus, requiring staff updates to the scope of work that adequately reflects the current and future needs of the Authority. As a result, ASU Group has agreed to extend the contract for an additional five months through November 30, 2024, with the terms and conditions remaining unchanged. SMART staff will be bringing a new contract to the Board for consideration before the November 30, 2024, expiration date.

FUNDING & COSTS

The cost will be funded through the FY 2025 operating budget.

7/1/19-6/30/22 – Initial Term	\$1,284,800.00
7/1/22-6/30/23 – Option Year One	\$437,900.00
7/1/23-6/30/24 – Option Year Two	\$437,900.00
7/1/24-11/30/24 – Contract Amendment No. 1	\$182,458.33
Total Cost	\$2,343,058.33

ATTACHMENTS

Resolution



RESOLUTION

Authorization to Enter Into Contract Amendment No. 1 for a Five Month Extension for Third Party Administrator Services for Vehicle and General Liability

Whereas,	On May 23, 2019, the SMART Board of Directors authorized a contract for services with a third-party administrator (TPA) for Vehicle and General Liability with the ASU Group, which is valid through June 30, 2024; and
Whereas,	Due to internal changes in processes, procedures, and the recent creation of the Safety, Risk, and Training department, SMART needs to be able to track trends in data and generate performance indicators for the Authority, as well as, integrate with any necessary internal software systems; and
Whereas,	Staff needs additional time to update the scope of work, ASU Group, has agreed to extend the contract for an additional five months through November 30, 2024; and
Whereas,	Rates and all other terms and conditions of the contract shall remain unchanged for the five- month extension period at a cost not to exceed \$182,458.33.
Resolved,	That the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to enter into Contract Amendment No. 1 with the ASU Group for Vehicle Liability and General Liability TPA services, beginning July 1, 2024, and ending November 30, 2024, at a cost not to exceed \$182,458.33.

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 the resolution adopted by the Board of Directors of the Suburban Mobility Authority for Regional Transportation at a legally convened meeting on May 23, 2024.

Board Administrator

Date

No. _____



DATE: May 23, 2024 TO: SMART Board of Directors FROM: VP Risk, Safety and Training

DISPOSITION SOUGHT: Board Approval SUBMITTED BY: APPROVED BY:

General Manager **Certification Committee**

SUBJECT: Authorization to Award a Contract for Insurance Broker Services and Estimated Insurance Premiums

RECOMMENDATION

That the Board adopt the attached resolution authorizing the award of a contract:

- for Insurance Broker Services and Estimated Insurance Premiums
- to Arthur J. Gallagher & Co. at 22930 E. 9 Mile Road, Suite 100, St. Clair Shores, MI 48080
- for a three-year contract beginning July 1, 2024, and ending June 30, 2027, with two, one-year • renewal options
- Broker fees at a cost not to exceed \$250,500 for the three years and \$421,500 for five years. •
- Estimated premiums at a cost not to exceed \$11,165,906.00 for three years and \$20,594,858.00 for • five years (assumes an estimated 10 percent increase annually in premiums years 2 through 5)

DISCUSSION

The insurance broker represents SMART in the purchase of insurance coverages, including, but not limited to:

- Excess General Liability •
- Excess Vehicle Liability •
- Advertising Liability •
- Employment Practices Liability
- Excess Public Official's Liability •
- Storage Tank Liability •

- Property, Boiler & Machinery
- Crime Coverage •
- Felonious Assault •
- Excess Worker's Compensation •
- Cyber Security •

For the duration of the contract, the insurance broker will solicit pricing for each of the above-listed coverages and other coverages as necessary. The recommended contract will authorize the broker to purchase insurance coverage on behalf of SMART.

PROCUREMENT PROCESS

Procurement Method:	\Box Sealed Bid \boxtimes Proposal \Box Quotes \Box Sole Source		
Advertising:	Michigan Chronicle and Michigan Inter-governmental Trade Network		
	(MITN)		
Number of downloads:	26		
Number of proposers:	2 Proposals		
Rationale for award:	A Request for Proposal (RFP) was advertised and published on MITN.		
	SMART received two (2) proposals. The proposal submitted by Arthur J.		
	Gallagher & Co. was determined to be the most responsive and responsible		
	in meeting the scope of work and determined to be the most advantageous		
	to SMART with price and other specified evaluation criteria being		
	considered. Price was determined to be fair and reasonable.		

FUNDING & COSTS

This project is funded via: Operating Funds

The contract costs are summarized as follows:

Description	Broker Fee	Estimated Insurance Premiums*	Estimated Total Cost
Insurance Broker Services & Insurance Policy Premiums - Year 1	\$83,500	\$3,373,385	\$3,456,885
Insurance Broker Services & Estimated Insurance Policy Premiums - Year 2	\$83,500	\$3,710,724 (assumes +10%)	\$3,794,224
Insurance Broker Services & Estimated Insurance Policy Premiums - Year 3	\$83,500	\$4,081,797 (assumes +10%)	\$4,165,297
Insurance Broker Services & Estimated Insurance Policy Premiums - Option Year One	\$85,500	\$4,489,977 (assumes +10%)	\$4,575,477
Insurance Broker Services & Estimated Insurance Policy Premiums - Option Year Two	\$85,500	\$4,938,975 (assumes +10%)	\$5,024,475
Total	\$421,500	\$20,594,858	\$21,016,358

*Assumes an estimated 10 percent increase annually in premiums in years 2 through 5.

ATTACHMENTS

• Resolution

/CB



RESOLUTION

Authorization to Award a Contract for Insurance Broker Services and Estimated Insurance Premiums

Whereas,	The Suburban Mobility Authority for Regional Transportation (SMART) has a need for Insurance Broker services from a responsible and qualified firm that will solicit and purchase insurance coverages, as necessary, on behalf of SMART; and
Whereas,	A request for Proposal (RFP) was advertised and published on the Michigan Inter- governmental Trade Network (MITN). SMART received two proposals; and
Whereas,	The proposal submitted by Arthur J. Gallagher & Co. was determined to be the most responsive and responsible in meeting the scope of work and the most advantageous to SMART with price and other specified evaluation criteria being considered. Price was determined to be fair and reasonable; and
Whereas,	Broker services for three years at a not-to-exceed amount of \$250,500 and \$421,500 for five years; and
Whereas,	Premiums for insurance coverages are estimated not to exceed the amount of \$11,165,906.00 for three years and \$20,594,858.00 for five years.
Whereas,	Funding for the project is available using operating funds for the three-year term from July 1, 2024, to June 30, 2027; and
Whereas,	The Vice President of Finance is satisfied that Arthur J. Gallagher & Co. has the potential to perform under the terms and conditions of the contract; and
Whereas,	The EEO Department is satisfied that Arthur J. Gallagher & Co. is in compliance with the equal opportunity and affirmative action laws and policies of the Federal and State governments and the affirmative action policies of SMART; now, therefore be it
Resolved,	That the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award Arthur J. Gallagher & Co. a contract for insurance broker services for three years, beginning July 1, 2024, through June 30, 2027, at a cost not to exceed \$250,500 with two one-year renewal options for a five-year total of \$421,500, with estimated premiums at a cost not to exceed \$11,165,906.00 for three years and \$20,594,858.00 for five years. The total not to exceed amount of the contract for broker services and estimated premiums is estimated at \$21,016,358.00.

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 May 23, 2024.

Date



DATE:	May 23, 2024	DISPOSITION SOUGHT:	Board Approval
TO:	SMART Board of Directors	SUBMITTED BY:	General Manager
FROM:	VP Marketing	APPROVED BY:	Certification Committee
	-		
SUBJECT:	Authorization to Enter Into Contrac	et Amendment No. 1 for Addit	tional Seats/Licensing and

SUBJECT: Authorization to Enter Into Contract Amendment No. 1 for Additional Seats/Licensing ar Continuation of Managed Support for Customer Relationship Management Software

RECOMMENDATION

That the Board adopt the attached resolution authorizing Contract Amendment No. 1:

- for additional seats/licensing and continuation of managed support for the SMART Customer Relationship Management Software
- with Speridian Technologies, 2400 Louisiana Blvd Bldg. 3, Albuquerque, NM 87110
- at a total additional cost not to exceed \$59,426.39 through October 31, 2025

DISCUSSION

On July 23, 2020, the SMART Board of Directors authorized a five-year contract for Customer Relationship Management (CRM) Software that is valid until October 31, 2025, corresponding with the 'go-live' date of the system. In January 2022, POCA #1 added funding to support Microsoft 365. Contract Amendment No. 1 will increase seats/licensing and provide necessary managed support through the end of the contract. Currently, twenty-five seats/licenses are available for SMART staff. The Paratransit Department needs additional seats/licenses due to an increase in staff. Under the contract amendment, seven seats/licenses will be added, giving the Paratransit Department access to the SMART Complaints and Incidents database, and the necessary training, analytical reporting, and ongoing software maintenance. Price has been determined to be fair and reasonable.

FUNDING & COSTS

The project is funded via: Operating Funds

Base 5-year Contract - 8/1/2020 until 10/31/2025	\$425,955.00
POCA #1 (January 4, 2022)	\$19,950.00
Contract Amendment No. 1 – 6/1/2024 until 10/31/2025	\$59,426.39
Total Cost	\$505,331.39

ATTACHMENTS

• Resolution

/CB



RESOLUTION

Authorization to Enter Into Contract Amendment No. 1 for Additional Seats/Licensing and Continuation of Managed Support for Customer Relationship Management Software

Whereas, The SMART Board of Directors approved contracting with Speridian Technologies for Customer Relationship Management Software on July 23, 2020; and Whereas, The current contract is from August 1, 2020, through October 31, 2025, corresponding with the go-live date of the system; and POCA #1 was entered into on January 4, 2022; and Whereas, Whereas. Contract Amendment No. 1 includes additional seats/licensing and continuation of managed support for an additional not-to-exceed amount of \$59,426.39 through the end of the contract. All other terms and conditions of the contract remain unchanged. Pricing has been determined to be fair and reasonable; and Whereas, This project is paid for using Operating funds; and The Vice President of Finance is satisfied that Speridian Technologies has performed under Whereas. the terms and conditions of the agreement; and Whereas, The EEO Department is satisfied that Speridian Technologies 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 General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve Contract Amendment No. 1 with Speridian Technologies, beginning June 1, 2024, through October 31, 2025, for additional seats/licensing and continuation of managed support at an additional cost not to exceed \$59,426.39.

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 May 23, 2024.

Date

Board Administrator

No._____



DATE:	May 23, 2024	DISPOSITION SOUGHT:	Board Approval
TO:	SMART Board of Directors	SUBMITTED BY:	General Manager
FROM:	VP External Affairs	APPROVED BY:	Certification Committee

SUBJECT: Authorization to Award a Contract for Office Supplies and Office Related Products

RECOMMENDATION

That the Board adopt the attached resolution authorizing a contract for:

- Office Supplies and Office Related Products
- to Staples Contract & Commercial located at 500 Staples Drive, Framingham, MA 01702
- for 3 years plus 3, one-year option renewals
- at a cost not to exceed \$210,000.00 for 3 years and \$420,000.00 for the 6-year total

DISCUSSION

SMART requires an office supplies contract. The State of Michigan has awarded a contract for office supplies that meets the requirements and includes all the clauses required by the FTA for these types of procurements. This contract is extended to local units of government and public transit agencies. The FTA, in Circular 4220.1F, encourages the use of intergovernmental agreements.

Notice of Contract No. 24000000363 is for the State of Michigan awarded to Staples for Office Supplies and Office Related Products. The contract is essential for SMART to order necessary supplies and other related office products, i.e., small furniture, chairs, desks, bookcases, etc. SMART began using the State of Michigan Contract with Staples in February 2022. The current option year exercised will expire on May 31, 2024.

FUNDING & COSTS

The project is funded via: Operating Funds. The contract costs are summarized as follows:

		Cost
Three-year contract	Office Supplies & Office	\$210,000.00
	Related Products	
Option Year 1 – 6/1/2027 – 5/31/2028	Office Supplies & Office	\$70,000.00
	Related Products one-year	
	option renewal	
Option Year 2 – 6/1/2028 – 5/31/2029	Office Supplies & Office	\$70,000.00
	Related Products one-year	
	option renewal	
Option Year 3 – 6/1/2029 – 5/31/2030	Office Supplies & Office	\$70,000.00
	Related Products one-year	
	option renewal	
Total		\$420,000.00

ATTACHMENTS

• Resolution



RESOLUTION

Authorization to Award a Contract for Office Supplies and Office Related Products

Whereas,	SMART has a need for an office supplies contract. The State of Michigan has awarded a contract for office supplies that meet the needs and requirements of SMART. This contract is extended to local units of government and public transit agencies; and
Whereas,	The FTA, in Circular 4220.1F, encourages the use of intergovernmental agreements; and
Whereas,	Funding for this purchase at a cost not to exceed \$210,000.00 for 3 years and \$420,000.00 for the 6-year total will be funded with operating funds; and
Whereas,	The Director of Finance is satisfied that Staples Contract & Commercial has the potential to perform under the terms and conditions of the contract; and
Whereas,	The EEO Department is satisfied that Staples Contract & Commercial 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 General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a contract for office supplies and office related products to Staples Contract & Commercial for three years, beginning June 1, 2024, at a cost not to exceed \$210,000.00, with three one-year renewal options for a total cost not to exceed \$420,000.00 for the six years.

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 May 23, 2024.

Board Secretary

Date

No._____



agenda item

DATE:May 23, 2024TO:SMART Board of DirectorsFROM:VP of Maintenance

DISPOSITION SOUGHT:Board ApprovalSUBMITTED BY:General ManagerAPPROVED BY:Certification Committee

SUBJECT: Authorization to Award a Contract for Maintenance Assessment Plan Consultant Services

RECOMMENDATION

That the Board adopt the attached resolution authorizing the award of a contract:

- for Maintenance Assessment Plan Consultant Services
- to Lone Star Transit Asset Management, LLC, PO Box 2494, Whitney, TX 76692
- for a three-year contract with no renewal options
- at a cost not to exceed \$234,324.00.

DISCUSSION

The Suburban Mobility Authority for Regional Transportation (SMART) is in need of a consultant to develop a Maintenance Assessment Plan for the Maintenance and Materials Control departments to improve the overall performance of staff and related equipment. The consultant will assess both department's daily activities, equipment, software, and scheduling and provide plans, processes, procedures, the necessary tools, guidance, best practices, and training to operate efficiently and effectively. This guidance will establish operational sustainability in all areas.

PROCUREMENT PROCESS

Procurement Method: Advertising:	□ Sealed Bid ⊠ Proposal □ Quotes □ Sole Source Michigan Chronicle and Michigan Inter-governmental Trade Network (MITN)
Number of downloads: Number of proposers: Rationale for award:	161 ProposalA Request for Proposal (RFP) was advertised and published on MITN.SMART received one proposal. The proposal submitted by Lone Star
	Transit Asset Management, LLC, was determined to be responsive and responsible in meeting the scope of work and advantageous to SMART. Price was determined to be fair and reasonable.

FUNDING & COSTS

This project is funded via: Capital Funds

• Project No. 40871; Federal Grant MI-2018-018 (5307); and State Grant 2017-0130 P11

The contract costs are summarized as follows:

Description	Cost
Maintenance Assessment Plan Consultant Services for Three (3) Year Contract Term with no renewal options	\$234,324.00
Total	\$234,324.00

ATTACHMENTS

Resolution



RESOLUTION

Authorization to Award a Contract for Maintenance Assessment Plan Consultant Services

- Whereas, The Suburban Mobility Authority for Regional Transportation (SMART) has a need for consulting services from a responsible and qualified firm for Maintenance Assessment Plan Consulting Services to improve the overall performance of staff and related equipment in both the Maintenance and Material Controls departments; and A Request for Proposal (RFP) was advertised and published on the Michigan Inter-Whereas. governmental Trade Network (MITN). SMART received one proposal; and Whereas, The proposal submitted by Lone Star Transit Asset Management, LLC, was determined to be responsive and responsible in meeting the scope of work and advantageous to SMART. Price was determined to be fair and reasonable; and Funding for Project No. 40871 is available through Federal Grant MI-2018-018 (5307) and Whereas, State Grant 2017-0130 P11 for the three-year term; and The Vice President of Finance is satisfied that Lone Star Transit Asset Management, LLC Whereas, has the potential to perform under the terms and conditions of the contract; and Whereas, The EEO Department is satisfied that Lone Star Transit Asset Management, LLC is in compliance with the equal opportunity and affirmative action laws and policies of the Federal and State governments and the affirmative action policies of SMART; now, therefore be it
- Resolved, That the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a three-year contract for a total amount not to exceed \$234,324.00, with no renewal options to Lone Star Transit Asset Management, LLC for Maintenance Assessment Plan Consultant 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 May 23, 2024.

Board Administrator

No. _____

Date



agenda item

DATE:	May 23, 2024
TO:	SMART Board of Directors
FROM:	VP of Maintenance

DISPOSITION SOUGHT: SUBMITTED BY: APPROVED BY: Board Approval General Manager Certification Committee

SUBJECT: Authorization to Award a Contract for Propane Auto Gas for the Paratransit Fleet

RECOMMENDATION

That the Board adopts the attached resolution authorizing the award of a contract:

- for Propane Auto Gas to be utilized for the paratransit fleet
- to Webster & Garner located at 3346 W. Vienna Road, Clio, MI 48420
- for a one-year contract beginning June 1, 2024, through May 31, 2025, with no renewal option
- at a cost not to exceed \$1,482,000.00.

DISCUSSION

The SMART paratransit fleet consists of propane-fueled cutaway vehicles and needs liquefied petroleum gas fuel to operate. Using propane-powered vehicles has reduced operating expenses for SMART due to the lower cost per gallon of propane compared to diesel. It is estimated that SMART consumes approximately 750,000 gallons of propane annually.

PROCUREMENT PROCESS

Procurement Method:	\Box Sealed Bid \Box Proposal \boxtimes Quotes \Box Sole Source
Advertising:	Michigan Chronicle and Michigan Inter-governmental Trade Network
	(MITN)
# of downloads:	5 Downloads
Number of Proposers:	2 Proposals
Rationale for award:	A Request for Quote (RFQ) was advertised and published on MITN.
	SMART received two (2) quotes. Webster & Garner, the incumbent, was
	determined to be the lowest-priced, responsive, and responsible bidder.
	Price was determined to be fair and reasonable.

FUNDING & COSTS

The project is funded via: Operating Funds

The contract costs are summarized as follows:

Description	Cost
Propane Auto Gas for Connector Fleet One (1) Year Contract	\$1,482,000.00
Total	\$1,482,000.00

ATTACHMENTS

• Resolution

/CB



RESOLUTION

Authorization to Award a Contract for Propane Auto Gas for the Paratransit Fleet

- Whereas, The Suburban Mobility Authority for Regional Transportation (SMART) requires propane auto gas to fuel its paratransit fleet; and
- Whereas, Utilizing propane-powered vehicles has reduced operating expenses for SMART due to the lower cost per gallon of propane compared to diesel; and
- Whereas, A Request for Quote (RFQ) was advertised and published on the Michigan Intergovernmental Trade Network (MITN). Two bids were received; and
- Whereas, Webster & Garner, the incumbent, was determined to be the lowest-priced, responsive, and responsible bidder. Price was determined to be fair and reasonable; and
- Whereas, The purchase is funded via operating funds; and
- Whereas, The Vice President of Finance is satisfied Webster & Garner has the potential to perform under the terms and conditions of the contract; and
- Whereas, The EEO Department is satisfied that Webster & Garner is in compliance with the equal opportunity and affirmative action laws and policies of the Federal and State governments and the affirmative action policies of SMART; now, therefore be it
- Resolved, That the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a one-year contract, beginning June 1, 2024, and ending May 31, 2025, with no renewal options, for an amount not to exceed \$1,482,000.00 to Webster & Garner for Propane Auto Gas for the paratransit fleet.

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 May 23, 2024.

Date

Board Secretary

No._____



agenda item

DATE:	May 23, 2024	DISPOSITION SOUGHT:	Board Approval
TO:	SMART Board of Directors	SUBMITTED BY:	General Manager
FROM:	VP Human Resources	APPROVED BY:	Certification Committee
SUBJECT:	Ratification for Payment of Serv	vices Rendered and Approva	l of Contract Amendment

RECOMMENDATION

That the Board adopt the attached resolution authorizing payment for services rendered and Contract Amendment No. 1:

No. 1 to Increase Funding for Employment Advertising Services

- For Advertising Services for recruitment services
- with Q+M Agency located at 320 S. Main Suite A, Ann Arbor, MI 48104
- to authorize payment for services rendered for April and May 2024 in the amount of \$29,410.00
- and approval to increase contract funding by \$90,000.00 through February 3, 2025, or a total cost not to exceed from \$345,000.00 to \$464,410.00 for the base three years, payment of services rendered, and Contract Amendment No. 1

DISCUSSION

In January 2022, the SMART Board of Directors approved a contract with Q+M Agency for employment recruiting advertising to help fill positions for bus operators, mechanics, and bus cleaners. Due to a severe shortage in these roles, SMART has made several adjustments to its hiring process and implemented an aggressive recruitment advertising campaign, exhausting the total base period contract funding. Payment for services rendered during April and May in the amount of \$29,410.00 is needed.

While progress has been made in filling these open positions, SMART outreach and advertising needs to continue to increase hiring and maintain employee levels due to attrition and retirements. Contract Amendment No. 1 will increase funding by \$119,410.00 through the end of the base years period of the contract from June 1, 2024, through February 3, 2025, for future services. Two, one-year option renewals are available should SMART decide to exercise them. Recruitment efforts include creative development, advertising, marketing, media planning and placement, administration management, and digital media strategy. Price has been determined to be fair and reasonable.

FUNDING & COSTS

The project is funded via: Operating Funds

Base 3-year Contract – 2/4/2022 through 2/3/2025	\$345,000.00
Payment for April & May 2024	\$29,410.00
Contract Amendment No. $1 - 6/1/2024$ through $2/3/2025$	\$90,000.00
Option Year 1 – 2/4/2025 - 2/3/2026	\$115,000.00
Option Year 2 – 2/4/2026 – 2/3/2027	\$115,000.00
Total Cost	\$694,410.00

ATTACHMENTS

• Resolution



RESOLUTION

Ratification for Payment of Services Rendered and Approval of Contract Amendment No. 1 to Increase Funding for Employment Advertising Services

Whereas,	The Suburban Mobility Authority for Regional Transportation (SMART) Board of Directors approved a contract with Q+M Agency on January 27, 2022, for employment advertising services to fill positions for bus operators, mechanics, and bus cleaners; and
Whereas,	Due to a severe shortage in these roles, SMART has made several adjustments to its hiring process and implemented an aggressive recruitment advertising campaign, exhausting the total contract funding; and
Whereas,	Advertising efforts have continued requiring payment for services rendered during April and May 2024 in the amount of \$29,410.00; and
Whereas,	There has been progress in filling these open positions, outreach and advertising efforts need to continue to increase hiring and maintain employee levels due to attrition and retirements; and
Whereas,	Contract Amendment No. 1 will increase funding by \$119,410.00 through the end of the base years period of the contract from June 1, 2024, through February 3, 2025, for future services. All other terms and conditions of the contract shall remain unchanged. Price has been determined to be fair and reasonable; and
Whereas,	This project is paid for using Operating funds; and
Whereas,	The Vice President of Finance is satisfied that Q+M Agency has performed under the contract terms and conditions of the agreement; and
Whereas,	The EEO Department is satisfied that Q+M Agency 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 make payment for services rendered for April and May 2024 in the amount of \$29,410.00; and, that the General Manager enter into Contract Amendment No. 1 with Q+M Agency beginning June 1, 2024, through February 3, 2025, for employment advertising services at an additional cost not to exceed \$119,410.00, for a total cost not to exceed \$464,410.00 for the base three year period of the contract.
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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 May 23, 2024.

Board Administrator

Date

No._____



MEMORANDUM

TO:	SMART Board of Directors	
FROM:	Chairperson	
DATE:	May 23, 2024	
SUBJECT: Closed Session		





<u>MEMORANDUM</u>

TO:SMART Board of DirectorsFROM:ChairpersonDATE:May 23, 2024SUBJECT:Board Member Business





MEMORANDUM

- TO: SMART Board of Directors
- FROM: Chairperson
- DATE: May 28, 2024
- SUBJECT: Adjournment

