# SMART Board Meeting



# <u>MEMORANDUM</u>

TO: SMART Board of Directors

FROM: Chairperson

DATE: June 26, 2025

SUBJECT: Call to Order



### **MEMORANDUM**

TO: SMART Board of Directors

FROM: Chairperson

DATE: June 26, 2025

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.



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

### **ROLL CALL**

**Date: July 24, 2025** 

CHAIRPERSON, MR. JOHN PAUL REA

VICE-CHAIRPERSON, MR. ELI COOPER

MS. SHEILA COTE

DR. CURTIS IVERY

MR. ROYCE MANIKO

MS. DIANA MCBROOM

MR. ASSAD TURFE



### **SMART Board Meeting Agenda**

July 24, 2025 10:00 AM

Buhl Building, 535 Griswold, Detroit MI 48226

	ITEM	ACTION	PRESENTED BY		
1.	Call to Order		John Paul Rea		
2.	Pledge of Allegiance		John Paul Rea		
3.	Roll Call		John Paul Rea		
4.	Adoption of Agenda	Approval	John Paul Rea		
5.	Certification of Public Notice	Information	Tiffany Martin		
6.	Minutes	Approval	John Paul Rea		
	A. Board Meeting Minutes for June 26, 2025				
7.	Public Participation	Discussion			
8.	Chairperson's Report	Information	John Paul Rea		
9.	General Manager's Report	Information	Dwight Ferrell		
10. New Business					
	A. Resolution: Authorization to Award a Contract for the Replacement of the HVAC System for Lake Erie Transit Commission (LETC)	Approval	Le Juan Burt, VP of Maintenance		
	B. Resolution: Authorization of Contract Amendment No. 1 to Increase Funds for the Butzel Long Outside Legal Services Contract and add Labor Negotiator Consultant Services	Approval	Laura Bieniek, General Counsel		
11.	Board Member Business	Information	John Paul Rea		
12.	12. Adjournment				



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#### **PUBLIC NOTICE**

SMART will hold a Rescheduled Regular Board Meeting at 10:00 A.M. on July 24, 2025, at the Buhl Building, located at 535 Griswold St. Suite #600, Detroit, MI 48226. The agenda can be found on SMART's website: <a href="http://www.smartbus.org/About/Our-Organization/Board-of-Directors/Board-Meeting-Schedule.">http://www.smartbus.org/About/Our-Organization/Board-of-Directors/Board-Meeting-Schedule.</a> Members of the public may attend in person or via zoom. The Meeting will be live streamed on YouTube and available at the following link: <a href="https://www.youtube.com/@MySMARTBus">https://www.youtube.com/@MySMARTBus</a>.

To attend virtually; on a smartphone, tablet, or computer; please enter this URL in a web browser:

- https://smartbus.zoom.us/j/86728758619
- Via phone only, please dial: +1 305 224 1968
- Webinar ID: 867 2875 8619 (no password required)
- One-tap mobile: +19292056099,,86728758619# US

Members of the public may also submit a written comment by emailing <u>SMARTBoard@smartbus.org</u> by 8:00 A.M. on the day of the meeting.

Requests for reasonable accommodations at SMART require advanced reservations. Individuals with disabilities requiring assistance should contact <a href="mailto:SMARTBoard@smartbus.org">SMARTBoard@smartbus.org</a> or 313-223-2110 as soon as possible. If you have difficulties joining the virtual session, contact <a href="mailto:SMARTBoard@smartbus.org">SMARTBoard@smartbus.org</a> and we will assist you to the best of our abilities. ASL interpreter services will be provided for the 10 A.M. Board Meeting. Should an individual require any other interpretation services for that 10 A.M. Meeting, please contact <a href="mailto:SMARTBoard@smartbus.org">SMARTBoard@smartbus.org</a> or 313-223-2110 at least 72 hours prior to the Meeting.

Public Comment will proceed as follows:

- All comments: 3-minute limit per member of the public.
- Public comments will be received in the following order:
  - 1. Members of the public who attend in person
  - 2. Members of the public present via Zoom
  - 3. Written comments via email.

Public comment shall be allowed for one participant at a time. Participants shall not speak until recognized by the Chairperson. Each participant, remote and in person, will be required to provide their name, county of residence, and the topic they would like to address. Online participants must also provide an email address, by sending the email address to SMARTBoard@smartbus.org. Online participants must also have camera access. Virtual participation will be facilitated through Zoom. (link provided) To register to speak via zoom, a comment participant must "raise hand." The meeting administrator will select individuals in the order received. Online participants will have 3 minutes to speak. Participants will be muted when the time expires. The Chairperson shall designate a timekeeper for purposes of enforcing the time limit.

Emailed public comment will not be read but printed, copied, and made available at the meeting.

# SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

#### **BOARD OF DIRECTORS' MEETING**

#### PROPOSED MINUTES -June 26, 2025

The Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART) met on Thursday, June 26, 2025, at 2:00 PM at the Buhl Building, located on 535 Griswold St. Suite 600 Detroit, MI 48226.

#### **ATTENDANCE**

SMART Board of Directors: Chairperson Mr. John Paul Rea

Mr. Eli Cooper Ms. Sheila Cote Dr. Curtis Ivery Ms. Diana McBroom Mr. Assad Turfe

**Absent Board Members:** Mr. Royce Maniko

Absent General Manager:

Mr. Dwight Ferrell

SMART Deputy GM & COO: Ms. Tiffany J. Gunter

SMART Board Administrator: Ms. Tiffany Martin-Patterson

SMART Staff Present: Ms. Laura Bieniek

Ms. De'Shalon Brownlee

Mr. Le Juan Burt Mr. Ryan Byrne Ms. Beth Gibbons Ms. Harmony Lloyd Mr. Bernard Parker Mr. Sean Riopelle

Mr. D'Andrae Whitley Mr. Danny Whitehouse Ms. Cassandra Whitfield

#### **Public Registered:**

Ms. Nikki

Mr. Joel Batterman

Mr. Kirk Canyon

Mr. Roy Daggs III

Ms. Aniyah Kelly

Mx. Lukas Laseki

Mr. Robert Pawlowski

Mr. Mike Rayner

Mr. Emerson-Wadsworth Sherrod- II

#### 1. Call to Order

#### 2. Pledge of Allegiance

#### 3. Roll Call

**Present:** Chairperson Mr. John Paul Rea, Mr. Eli Cooper, Ms. Sheila Cote, Dr. Curtis Ivery, Ms. Diana McBroom, Mr. Assad Turfe

Absent: Mr. Royce Maniko

A quorum was present.

#### 4. Adoption of Agenda

**MOTION:** Moved by Ms. Sheila Cote, seconded by Dr. Curtis Ivery, to approve the Agenda for the Thursday, Jule 26, 2025 Board of Directors 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 SMART's April 24, 2025 Board of Directors Meeting

**MOTION:** Moved by Ms. Diana McBroom, seconded by Ms. Sheila Cote, to approve the Board meeting minutes for the Board of Directors Meeting on Thursday, April 24, 2025.

#### **DISCUSSION:**

None

#### THE MOTION CARRIED.

#### 7. Nominating Committee Report

#### **DISCUSSION:**

Nominating Committee Members Ms. Sheila Cote, Dr. Curtis, Ivery, and SMART Board of Directors John Paul Rea (ex officio), during the Nominating Committee Meeting taking place at 1:45 PM on Thursday, June 26, 2025, recommended Mr. Eli Cooper of Oakland County for the 2025-2026 term, replacing Mr. Bret Rasegan.

# 8. Election of Vice-Chairperson to the SMART Board of Directors for Remainder of 2024/2025 Term

**MOTION:** Moved by Ms. Sheila Cote, seconded by Ms. Diana McBroom, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation hereby elects Mr. Eli Cooper of Oakland County as Vice-Chairperson of the SMART Board of Directors, for the remainder of the 2024/2025 term per the By-Laws, Article III.

#### **DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.** 

#### 9. Public Participation

Chairperson Mr. John Paul Rea declared the meeting open for Public Participation.

The following participants voiced their concerns and made comments:

➤ Mr. Joel Batterman of Wayne County shared the experience of Amie Reagan, a Royal Oak resident who is visually impaired. She is a regular bus rider commuting to work on the SMART FAST Woodward, Northbound and Southbound for more than two years. She catches the 5:06am 461, fast Woodward southbound, and either the 2:17pm fast Woodward or the 2:50pm 462, fast Woodward northbound. She was

impacted by late arrivals or no-shows recently, which is further worsened by the increasing temperatures. According to Batterman, Ms. Reagan's experience remains common. SMART leadership must let the public know what actions are being taken. It's great to hear that SMART now has its driver positions filled, but the public needs to know what steps are being taken to address the maintenance issues that are keeping buses out of service. He recommends the Board and public get monthly updates on progress towards meeting basic performance standards and should also be made publicly available on a performance dashboard similar to DDOT's.

- ➤ Mr. Kirk Canyon of SMART stated that on June 19—Juneteenth—SMART authorized the maintenance department to work up to four hours of overtime, as documented on the overtime authorization form signed by the union steward and foreman. However, management sent supervisors an email stating that employees would not be paid if they worked past eight hours. Some employees did work past eight hours and were forced off the clock, and then the next day, Foreman, Leon Sanders went in the system and deleted the extra hours worked. As a result, grievances will be filed with Department of Labor and State of Michigan, because he was directed by upper management to do those actions. Such actions makes employees feel undervalued.
- ➤ Mr. Roy Daggs III expressed the importance of signage, as he walked around and asked multiple people where the SMART bus was located. Were he a tourist, he would be frustrated. Also, when roads undergo construction, the signage is gone. Prospective tourists, as a result, could potentially say they do not wish to visit Michigan. Improvement of this would likely improve tourism and local economies.
- ➤ Ms. Aniyah Kelly of Wayne County mentioned being an avid bus rider, She lives in Dearborn and takes the 261 on a weekly, sometimes daily basis. She thanked SMART for its commitment and dedication. However, in the last year, she has noticed service worsening. Buses are late, or in some cases, pass her altogether. What SMART does helps many people and can be a matter of life or death for some. The public know there' more SMART can do. She asks SMART to do as much as they can to improve their processes.
- ➤ Mx. Lukas Laseki of Oakland County asked everyone to keep the health and wellbeing of Brother Cunningham in their thoughts and prayers. Laseki also congratulated Mr. Cooper on his nomination to the Board. They discussed the locations for the traveling board meetings throughout the suburbs: two of the locations listed there are not actually accessible by any general public SMART service. They should be reevaluated.
- ➤ Mr. Robert Pawlowski of Wayne County acknowledged the Operators of the Year and SMART Staff, thanking them for the work they have done. He also brought attention and shared kind words about Wayne Terminal-based Anthony Waller, whom is soon for retirement. Pawlowski will deeply miss him because of the many things he has done and the gratitude he's shown.

➤ Mr. Mike Rayner of Macomb County noted the conditions of bus stops are disgusting. Rayner stated that should any employees ride the buses and see the shelter conditions, they would find them intolerable. He acknowledged Cheryl and Robert, maintenance staff from his area who have done a good job with keeping some shelter conditions good. Power washing is also a necessity; while there is a machine, there's no water to go with it.

The following participants made comments via Zoom

- ➤ Ms. Nikki echoed Lukas's points about the Macomb and Wayne locations for the future board meetings being inaccessible, Macomb is technically accessible by FLEX, but they do not believe it can be relied on for a timely appointment. Additionally, they do not believe that Grosse Pointe is a good location for a Wake County meeting. SMART only serves Grosse Pointe through Macomb routes; those from the rest of Wayne County have to cross through Detroit to get there. Also, they hoped to attend the meeting in person today, but were unable due to leg pain. They also do not believe there would be enough time to book a ride with paratransit. They would like to see same day service going forward.
- ➤ Mr. Emerson-Wadsworth Sherrod III believes that SMART should focus on improving service in Southfield before doing so in other area.

#### 10. Chairperson's Report

#### **DISCUSSION:**

Chairperson John Paul Rea thanked everyone for attending the June 2025 Board of Directors meeting. He apologized for the meeting taking place in the heat. He then allowed SMART's Deputy General Manager, Tiffany Gunter, to provide the General Manager's report in Dwight Ferrell's absence.

#### 11. General Manager's Report

#### **DISCUSSION:**

SMART's Deputy General Manager, Tiffany Gunter, responding to complaints about the offsite Board meeting locations, informed the public that SMART is working with the locations to provide shuttles to the meetings. Should that not be an option, changing the locations is also something under consideration.

Leadership team meetings will also take place in various locations so Vice Presidents can more effectively interact with and observe staff. SMART's leadership team appreciates and is willing to implement feedback to improve the service provided by the authority.

Gunter also recapped happenings at the Mackinac Policy Conference and the APTA Legislative Conference, discussing changes at the local, state, and federal level when it comes to transit. Those who attended the latter event met the new Secretary of Transportation. The focus with transit is stating the economic impact transit brings to its communities.

Acknowledging SMART's operators is paramount. Through Operator of the Year awards, along with placing images of employees on buses, the authority remains committed to highlighting those who play a crucial role in serving the community directly.

#### 12. Board Briefings

#### A. HR Hiring Update

#### **DISCUSSION:**

Presented by Tianna Leapheart, SMART's Vice President of Human Resources. She provided the number of new hires and the total number of operators for fixed routes and paratransit, as well as mechanics. As of May 31, 2025, SMART hired six paratransit operators. All of its fixed route and paratransit operator positions have been filled, and 73 of the 85 budgeted mechanic positions have been filled.

#### **B.** Quarterly Ridership Update – Fixed Route/ Paratransit/Flex/ADA/

#### **DISCUSSION:**

First Quarter Fixed Route ridership information presented by Harmony Lloyd, SMART's Vice President of Planning and Innovation. Q1 2025 saw an increase in ridership in the months of January and March, with a slight decrease in February.

First Quarter Paratransit and Flex ridership information presented by Daniel Whitehouse, SMART's Vice President of Paratransit and On-Demand Services. Q1 2025 saw an increase in all Paratransit ridership data, with January and February's On-Performance time totals, which were lower than the following year.

Q1 2025 Flex numbers saw consistent increases as well aside from the average cost-per-ride, which decreased from 2024.

#### C. Operator of the Year

#### **DISCUSSION:**

Awards presented by Tiffany Gunter and Chairperson John Paul Rea for SMART's Operators of the Year.

#### 13. Financial Report

MOTION: Moved by Diana McBroom, seconded by Ms. Sheila Cote, to receive and file the FY 2025 Board Meeting Report

#### **DISCUSSION:**

Financial information presented by Ryan Byrne, SMART's Vice President of Finance.

VOTE: THE MOTION CARRIED.

#### 14. New Business

**A.** Resolution: Authorization to Approve a Standing Resolution Designating the Time and Place for Meetings

**MOTION:** Moved by Dr. Curtis Ivery, seconded by Ms. Sheila Cote, that the SMART Board of Directors hereby adopts the foregoing schedule as its own for FY2026:

The July 24, 2025 Board meeting will take place at Ferndale City Hall, located at 300 E. 9 Mile Rd., Ferndale, MI 48220, at 2:00 P.M.; the August 28, 2025 Board meeting will take place at the Grosse Pointe War Memorial, located at 32 Lake Shore Drive, Grosse Pointe Farms, MI 48236, at 2:00 P.M; and the September 25, 2025 Board meeting will take place at Sterling Heights City Hall, located at 40555 Utica Rd, Sterling Heights, MI 48313, at 2:00 P.M.

#### **DISCUSSION:**

None

**VOTE: THE MOTION CARRIED** 

**B.** Resolution: Appointments to the 2024 – 2025 Audit Committee of the SMART Board of Directors

**MOTION:** Moved by Dr. Curtis Ivery, seconded by Ms. Diana McBroom, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation, hereby approves the appointment of Ms. Sheila Cote as Chairperson, Mr. Eli Cooper, and Mr. Assad Turfe to serve as members of the Audit Committee for the 2024-25 term.

#### **DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.** 

C. Resolution: Adoption of the FY 2026 Operating Budget, Restricted Operating Budget, and the Proposed FY 2026 - FY 2030 Capital Budget

**MOTION:** Moved by Dr. Curtis Ivery, seconded by Ms. Sheila Cote, that the Board of Directors of Suburban Mobility Authority for Regional Transportation hereby adopts the FY 2026 Operating Budget, Restricted Operating Budget, and the FY 2026 through FY 2030 Capital Budget and that the SMART Board of Directors hereby adopts 10% of a line item as the limitation for line item amendments without Board Approval.

#### **DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.** 

**D.** Resolution: Fiscal Year 2026 Municipal Credit, Community Credit, and Purchase of Service Agreements (Those receiving \$50,000 or greater)

**MOTION:** Moved by Mr. Eli Cooper, seconded by Ms. Sheila Cote, 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 2026 with the communities and agencies in the amounts listed in the attached tables.

#### **DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.** 

E. Resolution: Approval of the Revised SMART Agency Safety Plan 2025

**MOTION:** Moved by Ms. Diana McBroom, seconded by Ms. Sheila Cote, that the Suburban Mobility Authority for Regional Transportation Board of Directors adopt the revised SMART Agency Safety Plan.

#### **DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.** 

F. Resolution: Authorization to Exercise Assigned Options for Three (3) Heavy Duty Tow Trucks, Training, and Warranty

**MOTION:** Moved by Ms. Sheila Cote, seconded by Dr. Curtis Ivery, that the General Manager of Suburban Mobility Authority for Regional Transportation is hereby authorized to award a contract for the one-time purchase of three (3) heavy-duty tow trucks, training, and warranty to Crouch's Wrecker and Equipment Sales of FL, LLC for an amount not to exceed \$1,804,962.87.

#### **DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.** 

**G.** Resolution: Authorization to Award a Contract for Towing Services for Fixed Route, Paratransit, and Support Vehicles

**MOTION:** Moved by Ms. Sheila Cote, seconded by Mr. Eli Cooper, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a contract for towing services to Boulevard & Trumbull Towing, Inc. for an amount not to exceed \$661,494.00 for three years, starting July 1, 2025, through

June 30, 2028, plus two, one-year renewal option periods for the amount not to exceed \$220,000.00 each, for an aggregate amount not to exceed \$1,101,494.00 for the five years.

#### **DISCUSSION:**

Mr. Eli Cooper asked if the services would be acquired at a reduced rate given that SMART would have an in-house fleet, which was answered in the affirmative.

#### VOTE: MR. ASSAD TURFE ABSTAINED TO VOTE. THE MOTION CARRIED.

H. Resolution: Authorization to Award a Contract for Fifteen (15) Road Supervisor and Ten (10) Support Vehicles

**MOTION:** Moved by Ms. Diana McBroom, seconded by Mr. Eli Cooper, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a contract for fifteen (15) road supervisor and ten (10) support vehicles to Bob Maxey Ford for an amount not to exceed \$1,380,250.00 for one-time purchase.

#### **DISCUSSION:**

Ms. Diana McBroom asked if the vehicles replace those SMART currently has and if employees are able to take them home. The former question was answered affirmatively, the latter negatively.

#### **VOTE: THE MOTION CARRIED.**

I. Resolution: Authorization to Award a Contract to Connectpoint for 13-Inch Digital Screen Licensing and Support

**MOTION:** Moved by Ms. Sheila Cote, seconded by Dr. Curtis Ivery, that the General Manager of the Suburban Mobility Authority for Regional Transportation is he reby authorized to award a contract for 13-Inch digital screen licensing and support to Connectpoint, Inc. for an amount not to exceed \$198,000.00 for one year with no renewals starting July 1, 2025 through June 30, 2026.

#### **DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.** 

# J. Resolution: Authorization to Award a Contract for Replacement Bus Stop Shelters and Amenities

**MOTION:** Moved by Ms. Diana McBroom, seconded by Ms. Sheila Cote, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a contract for the replacement of 10 enhanced shelters, 30 standard shelters, and shelter amenities at SMART bus stop shelters and amenities to Brasco International, Inc. for an amount not to exceed \$740,625.00.

#### **DISCUSSION:**

Chairperson John Paul Rea inquired about the specific nature of the purchases.

**VOTE: THE MOTION CARRIED.** 

K. Resolution: Ratification of Payment for Services Rendered and Authorization of Contract Amendment No. 1 to Increase Funds for Public Relations Services

**MOTION:** Moved by Ms. Sheila Cote, seconded by Mr. Assad Turfe, that the Suburban Mobility Authority for Regional Transportation is hereby authorized to ratify payment for services rendered in the amount of \$108,000; and, that the General Manager enter into Contract Amendment No. 1 with Truscott Rossman Group, LLC to increase the base years amount from \$720,000 to \$1,242,000 through April 5, 2026, and increase funding for each option year to \$424,000. The new total aggregate amount shall not exceed \$2,090,000 for the five years.

#### **DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.** 

L. Resolution: Authorization to Award a Contract for the Trapeze Blockbuster Solution

**MOTION:** Moved by Ms. Diana McBroom, seconded by Ms. Sheila Cote, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a contract for the Blockbuster scheduling and run-cutting solution to Trapeze Software Group, Inc. for an amount not to exceed \$314,535.00.

#### **DISCUSSION:**

None

**VOTE: THE MOTION CARRIED.** 

#### **15.** Board Member Business

#### **DISCUSSION:**

None

#### 16. Adjournment

There being no further business to come before the Board. The meeting was adjourned at 3:20 P.M. upon a motion made by Mr. Assad Turfe, seconded by Ms. Sheila Cote, and unanimously carried.

Respectfully submitted,

Tiffany Martin-Patterson Board Administrator

### $\underline{MEMORANDUM}$

TO: SMART Board of Directors

FROM: Chairperson

DATE: July 24, 2025

SUBJECT: Public Participation

# <u>MEMORANDUM</u>

TO: SMART Board of Directors

FROM: Chairperson

DATE: July 24, 2025

SUBJECT: Chairperson's Report

### $\underline{MEMORANDUM}$

TO: SMART Board of Directors

FROM: Chairperson

DATE: July 24,2025

SUBJECT: General Manager's Report



# <u>MEMORANDUM</u>

TO: SMART Board of Directors

FROM: SMART Staff

DATE: July 26, 2025

SUBJECT: New Business





# agenda item

DATE: July 24, 2025 DISPOSITION SOUGHT: Board Approval TO: SMART Board of Directors SUBMITTED BY: General Manager

FROM: VP of Maintenance APPROVED BY: Certification Committee

SUBJECT: Authorization to Award a Contract for the Replacement of the HVAC System for Lake Erie

Transit Commission (LETC)

#### RECOMMENDATION

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

- for an HVAC System Replacement for LETC
- to Fry HVAC, located at 2311 E. Stadium Blvd., Ann Arbor, MI 48104
- for a one-time purchase
- at an amount not to exceed \$506,970.72

#### **DISCUSSION**

Lake Erie Transit Commission requires the replacement of an outdated HVAC system for both the Lake Erie Transit Transfer Station located in Monroe, MI.

#### **PROCUREMENT PROCESS**

Procurement Method: ☐ Sealed Bid ☐ Proposal ☐ Quote ☐ Sole Source

Advertising: Michigan Chronicle and Michigan Inter-governmental Trade Network

Number of Downloads: 34 Downloads Number of Responses: 3 Proposals

Rationale for Award: The proposal submitted by Fry HVAC was found to be the most

responsive and responsible in meeting the scope of work and the most advantageous to LETC (Lake Erie Transit Commission) with price and other specified evaluation criteria being considered. Price was determined

to be fair and reasonable.

#### **FUNDING & COSTS**

This project is funded via: Project No: 40940 / 42230 / 42820 / 42870; Federal Grant No: MI-2018-018 (5307); MI-2020-061 (5339) / MI-2022-048 (5307); MI-2022-048 (5339); State Grant No: 2017-0130 P11; 2017-0130 P24; 2022-0138 P9

Description	Not to Exceed Amount
LETC (Lake Erie Transit Commission) HVAC System Replacement	\$506,970.72

#### **ATTACHMENTS**

Resolution

/CB



#### SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

#### RESOLUTION

Authorization to Award a Contract for the Replacement of the HVAC System for Lake Erie Transit Commission (LETC)

Whereas,	Lake Erie Transit Commission (LETC) requires HVAC System Replacement; and			
Whereas,	A Request for Proposals (RFP) was advertised in the Michigan Chronicle and published on the Michigan Inter-governmental Trade Network (MITN). SMART received three proposals; and			
Whereas,	The proposal submitted by Fry HVAC was found to be the most responsive and responsible in meeting the scope of work and the most advantageous to LETC, with price and other specified evaluation criteria being considered. Price was determined to be fair and reasonable; and			
Whereas,	The project is funded via: Project No: 40940 / 42230 / 42820 / 42870; Federal Grant No: MI-2018-018 (5307); MI-2020-061 (5339) / MI-2022-048 (5307); MI-2022-048 (5339); State Grant No: 2017-0130 P11; 2017-0130 P24; 2022-0138 P9; and			
Whereas,	The Vice President of Finance is satisfied that Fry HVAC has the potential to perform under the terms and conditions of the contract; and			
Whereas,	The EEO Department is satisfied that Fry HVAC 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 contract for Lake Erie Transit Commission to Fry HVAC for an amount not to exceed \$506,970.72 for a one-time purchase.			
CERTIFICATE				
The undersigned, duly qualified Board Administrator of the Suburban Mobility Authority for Regional Transportation, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of the Suburban Mobility Authority for Regional Transportation held on July 24, 2025.				
Date	Board Administrator			



# agenda item

DATE: July 24, 2025 DISPOSITION SOUGHT: Board Approval TO: SMART Board of Directors SUBMITTED BY: General Counsel

FROM: General Counsel APPROVED BY: Certification Committee

SUBJECT: Authorization of Contract Amendment No. 1 to Increase Funds for the Butzel Long Outside

Legal Services Contract and add Labor Negotiator Consultant Services

#### **RECOMMENDATION**

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

- to increase funds for the Butzel Long outside legal services contract and to add labor negotiator consultant services
- with Butzel Long, located at 201 W. Big Beaver Road, Suite 1200, Troy, MI 48084
- at a total cost not to exceed \$100,000 for the remainder of the three (3) year base period, which expires on July 31, 2026, and \$50,000 for each of the two (2) optional renewal years, if exercised.

#### **DISCUSSION**

In July 2023, the SMART Board of Directors approved contracts with nine law firms covering five separate practice areas: (1) General and Vehicle Liability; (2) Workers' Compensation; (3) Labor and Employment; (4) General Corporate/Government Practice; and (5) Matters Related to 49 U.S.C. 5333(b) (also known as Section 13(c) of the Federal Transit Act). As part of this award, SMART entered into a contract with Butzel Long for Labor and Employment services. The Contract covered union grievance matters but did not include Labor Negotiator Consultant services for collective bargaining. SMART has historically contracted for Labor Negotiator Consultant services separately.

Butzel Long has been providing SMART with labor negotiating services since 2018. The most recent contract for Labor Negotiator Consultant services for collective bargaining with Butzel Long was approved by the Board of Directors in January 2022 for \$200,000.

SMART is beginning its collective bargaining process and needs additional monies for Butzel Long to continue its efforts as our lead Labor Negotiator. SMART has five (5) collective bargaining agreements and employs over 850 employees represented by four (4) unions. SMART recommends that the contract with Butzel Long (Labor and Employment) be amended to include Labor Negotiator Consultant services. This will provide for easier contract administration and will eliminate duplicative contracts. SMART is requesting board approval to amend the current contract with Butzel Long Outside Legal Services (Labor and Employment) to include Labor Negotiator Consultant services and to add funding of \$200,000 for those services. The funds will be allocated as follows: \$100,000 for the remainder of the three (3) year base period, which expires on July 31, 2026, and \$50,000 for each of the two (2) optional renewal years.

#### **FUNDING & COSTS**

The project is funded via: operating funds

#### **ATTACHMENTS**

Resolution



#### SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

#### RESOLUTION

Authorization of Contract Amendment No. 1 to Increase Funds for the Butzel Long Outside Legal Services Contract and add Labor Negotiator Consultant Services

	Services Contract and add Labor Negotiator Consultant Services		
Whereas,	In July 2023, the SMART Board of Directors approved contracts with nine law firms covering five separate practice areas: (1) General and Vehicle Liability; (2) Workers' Compensation; (3) Labor and Employment; (4) General Corporate/Government Practice; and (5) Matters Related to 49 U.S.C. 5333(b) (also known as Section 13(c) of the Federal Transit Act); and		
Whereas,	As part of this award, SMART entered into a contract with Butzel Long for Labor and Employment services. The Contract covered union grievance matters but did not include Labor Negotiator Consultant services for collective bargaining. SMART has historically contracted for Labor Negotiator Consultant services separately; and		
Whereas,	Butzel Long has been providing SMART with labor negotiating services since 2018; and		
Whereas,	SMART is beginning its collective bargaining process and needs additional monies for Butzel Long to continue its efforts as our lead Labor Negotiator, as well as to amend the Contract to include those services; and		
Whereas,	All other terms and conditions remain unchanged, and pricing has been determined to be fair and reasonable; and		
Whereas,	Adequate funding is available in the Authority's general fund; and		
Whereas,	The Vice President of Finance is satisfied that Butzel Long has the potential to perform under the terms and conditions of the contract; and		
Whereas,	The EEO Department is satisfied that Butzel Long 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 enter into Contract Amendment No. 1 with Butzel Long to modify the existing contract for outside legal services (Labor and Employment) to include Labor Negotiator Consultant services and to add funding in the amount of \$200,000, allocated as follows: \$100,000 for the remainder of the three (3) year base period, which expires on July 31, 2026, and \$50,000 for each of the two (2) optional renewal years, if exercised.		
CERTIFICATE			

The undersigned, duly qualified Board Administrator of the Suburban Mobility Authority for Regional
Transportation, certifies the foregoing is a true and correct copy of a resolution adopted at a legally
convened meeting of the Board of the Suburban Mobility Authority for Regional Transportation held
on July 24, 2025.

Date	Roard Administrator
Date	Board Administrator

### $\underline{MEMORANDUM}$

TO: SMART Board of Directors

FROM: Chairperson

DATE: July 24, 2025

SUBJECT: Board Member Business

# <u>MEMORANDUM</u>

TO: SMART Board of Directors

FROM: Chairperson

DATE: July 24, 2025

SUBJECT: Adjournment

