

The Board of Trustees of the Sangamon Mass Transit District met in a regular session on September 25, 2023, in the Training Room of the Sangamon Mass Transit District located at 928 South Ninth Street, Springfield, Illinois. The Meeting was called to order at 4:30 PM by Brian Brewer, Chairperson.

I. ROLL CALL Present:

Brian Brewer	Chairperson
Sue Davsko	Vice Chairperson
Leslie McCarthy	Board Secretary
Sandra Douglas	Trustee
Jerry Doss	Trustee
Karen Hasara	Treasurer

Not Present:

Wynne Coplea	Trustee
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II. APPROVAL OF MINUTES

Trustee McCarthy made a motion to approve the minutes of the August 28, 2023, regular meeting of the Board of Trustees, seconded by Trustee Doss. The motion passed unanimously.

III. DIRECTORS REPORTS

Director Schoeffel informed trustees of ongoing projects at the transfer center and administrative building, including new furniture arriving for office spaces. The south storage body shop was also making continued progress. Schoeffel also informed the board of an upcoming business trip to the American Public Transit Association conference and vendor fair in Miami, Florida. Director Schoeffel informed the board he attended an event sponsored by Hanson to showcase The Hub transfer center project and Rebuild Illinois money used throughout the project. Director Schoeffel also invited the board members to attend the SMTD Employee Appreciation Day.

Director of Finance and Administration Michelle Alexander informed trustee's auditors from Sikich were on-site for final field work for the audit. Additionally, the procurement department was beginning work on identifying a vendor for carpet replacement. Alexander noted that she has begun work on reviewing SMTD's current procurement policy and identifying any needed changes to be presented to the board. Also noted, SMTD received notice from IDOT that certain previous fiscal years will officially close out.

Director of Operations Melissa Ashford informed the board of the recent route changes for the Route 66 car show went well. Director Ashford also informed the board that applications were being accepted for additional maintenance staff in the new paint and body shop. Ashford noted that School District 186 has been on the new pass system for one full month, and all was working accordingly.

IV. REPORTS**A. Approval of July Financial Statements and Cash Disbursements**

Trustee McCarthy made a motion to approve the July Financial Statements and Accounts Payable Disbursements, seconded by Trustee Douglas. The motion passed unanimously.

B. Board Committee Reports:

Finance: No report.

Operations: No report.

Administration: No report.

IT Steering: No report.

C. Planning Commission Report: Jason Sass reported on the ongoing data collection for future reporting, including a federally obligated project report.

D. Disabled Persons Advisory Committee Report: Pete Roberts reported on paratransit riders learning of a procedure on SMTD's website that allows riders to set up paratransit services nationwide. Additionally, Pete reported the next advisory committee meeting was on October 18th at 10AM by Zoom.

V. NEW BUSINESS:**a. Consider Clever Devices Warranty Renewal**

Director Alexander explained in calendar year 2016, Clever Devices was selected as the most responsive, responsible bidder to SMTD's request for proposals (RFP) to implement 'Intelligent Transportation System' (ITS) technology on all SMTD rolling stock. In total, \$2.7 million was spent on 62 buses and 5 non-revenue vehicles to be outfitted with an Intelligent Transportation System that allows for automated features that previously were performed by hand. The district has the option to enter into a warranty agreement with Clever Devices to cover Hardware and Software for its fleet of buses and road supervisor vans as well as support and troubleshooting for the Service Planning and Technology Manager. It would cost \$10,552.06 per bus and \$283,619.42 to replace the most frequently damaged parts. These prices do not include software updates needed for these parts nor does it include the diagnostic work to determine what needs to be replaced. SMTD is looking for authorization to enter a sole source contract with Clever Devices to provide Hardware warranty and Software support. The warranty renewal totals \$103,191.00 and covers all Clever Devices hardware and software installed with the Master Agreement. The price has been deemed fair and reasonable through a price analysis.

Trustee Davsko made a motion to approve a one-year hardware warranty and software maintenance agreement with Clever Devices, Ltd. for a cost of \$103,191.00, seconded by Trustee Hasara. The motion passed unanimously.

b. Consider Gillig Change Order

Director Alexander explained that SMTD received Board approval on April 24th, 2023 to award a Contract to Gillig LLC. for the purchase of 8 Hybrid buses contingent upon the receipt of State Concurrence. SMTD received Pre-Award State Concurrence on May 22, 2023. During the preproduction meeting on August 24th, 2023 it was noticed that the preferred bus body style was not included, as well as other needed changes. A change order was created to allow for those options. This change order includes the BRT Plus Body style at \$18,950.00 per bus, E-Coating to the engine at \$1,485.00 per bus, Seating with USB charging ports at \$1,875.00 per bus, Two-way Radio installation at \$130.00 per bus, Amerex Fire Suppression system at \$2,099.00 per bus, Sportworks DL2 SSTI Bike racks at \$788.00 per bus and one set of I/O G4 tools/software at \$655.00. A \$7,057.00 credit was received for options SMTD removed. This credit helped slightly offset the increase. The total change order increase per bus is \$18,925.00 with an updated total price per bus of \$904,751.00. The contract will increase by \$151,400.00 for an updated Contract total of \$7,238,008.00. With the use of a master state contract, the pricing included for this change order has been justified as fair and reasonable during the bid process to secure the original contract. SMTD is using State and Federal funding to purchase these 8 hybrid buses. No local match is required for the State and ARP grant. SMTD will use TDCs for the federal grant as local match. For this change order to the contract, SMTD will use federal funding that does not require a local match. Managing Director Schoeffel noted that the move to the new style of buses was made to streamline bus repairs and match new buses with those already existing in the SMTD fleet.

Trustee Davsko made a motion to approve Resolution #2024-01 to increase the Gillig Contract in the amount of \$151,400.00 for a new Contract total of \$7,238,008.00, seconded by Trustee McCarthy. Roll call was taken with all those present voting yes.


VI. PUBLIC COMMENT

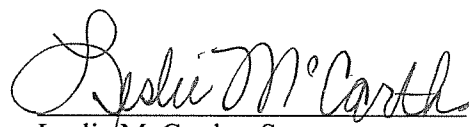
Jane Ford asked if Friends of Transit could help coordinate and serve SMTD employees on appreciation day.

VII. ADJOURNMENT

Seeing no further business to come before the Board, Trustee McCarthy made a motion to adjourn the meeting, seconded by Trustee Davsko. The meeting was adjourned at 4:52 PM.

Approved:


Brian Brewer, Chairperson


Leslie McCarthy, Secretary