



**DETROIT
TRANSPORTATION
CORPORATION**

**DETROIT PEOPLE MOVER
DETROIT TRANSIT POLICE**

**DTC BOARD OF DIRECTORS MEETING MINUTES
HELD ON NOVEMBER 26, 2024, AT 4:00 P.M.**

BOARD PRESENT:

Chairperson
Vice-Chairperson
Secretary/Treasurer

Mr. Luke Polcyn
Mr. G. Michael Staley
Mr. John Naglick
Mr. John Paul Rea

BOARD MEMBER(S) ABSENT:

Mr. Samuel Krassenstein
Hon. Mary Sheffield

DETROIT TRANSPORTATION CORPORATION:

Mr. Robert Cramer, Gen. Mgr.
Mr. Ernest Latham, Deputy Gen. Mgr.
Ms. Ericka Alexander
Cf. Edward Arnold
Ms. Jessica English
Ms. Karen Foster
Mr. Curt Knudsen
Ms. LaTrinda Perry
Ms. Leeya Sutter
Mr. Christopher Thomas
Ms. Madonna Van Fossen
Mr. Tony Vinson
Ms. Gwen Wallace

OTHER ATTENDEES:

Mr. Robert Pawlowski
Mr. Lukas Lasecki
Mr. Ryan Schiffer
Ms. Sklyar Fuhrman
Mr. Bob Gorski

Meeting Called to Order/Opening Remarks

Chairperson Mr. Luke Polcyn called the meeting of the Detroit Transportation Corporation Board of Directors to order at approximately 4:00 p.m.

A quorum was present with the following members: Chairperson Mr. Luke Polcyn, Vice-Chairperson Mr. G. Michael Staley, Secretary/Treasurer Mr. John Naglick, and Mr. John Paul Rea.

1. Approval of the Agenda

MOTION: Moved by Mr. G. Michael Staley and supported by Mr. John Paul Rea to adopt the agenda.

VOTE: All in attendance voted to approve the agenda.

2. Approval of the Minutes from October 24, 2024

MOTION: Moved by Mr. G. Michael Staley and supported by Mr. John Naglick to adopt the Minutes for the Board of Directors meeting held on October 24, 2024.

VOTE: All in attendance voted in the affirmative.

Action Items

3. Resolution Authorization to enter into an agreement for Server Upgrades/Replacement

MOTION: Moved by Mr. John Naglick and supported by Mr. John Paul Rea that the General Manager shall be and is hereby authorized, empowered, and directed by the DTC Board of Directors on behalf of the Corporation to enter into a server replacement agreement with Auxiom totaling in the amount of Two Hundred and Fifty-Six Thousand and Twenty-Nine 77/100 Dollars (\$256,029.77).

Discussion: Mr. Luke Polcyn explained that the resolution was tabled at the October 24, 2024 meeting to allow time for review of the specifications of the proposed cost in consultation with the City of Detroit Department of Innovation and Technology (DoIT).

Mr. Robert Cramer stated that this is the updated version of the resolution from the last meeting and that the italics portion on Page 2 is the additional information. He stated that we did an outreach to the CIO at the City of Detroit Department of Innovation and Technology (DoIT) as part of the Board's suggestions and was confirmed that the scope of work was well planned and not specifically tailored to any specific vendor and also was able to provide based on similar experience recently that the costs appear to be accurate and fair. He stated that he believed this satisfied or addressed the question brought up by the Board and that our recommendation stands to award this contract to Auxiom.

Mr. John Naglick asked if the server was also used for train operations. Mr. Robert Cramer answered in the negative stating that it is a separate IT server that is not used with the train or the Control Center.

VOTE: All in attendance voted in the affirmative.

4. Resolution Authorization to purchase a Uninterruptible Power Supply (UPS) and Replacement Battery System

MOTION: Moved by Mr. John Paul Rea and supported by Mr. John Naglick that the General Manager shall be and is hereby authorized, empowered, and directed by the DTC Board of Directors on behalf of the Corporation to enter into a one-time purchase agreement with Energy Products totaling in the amount of Sixty-Four Thousand Six Hundred and Sixty-Six 96/100 Dollars (\$64,666.96).

Discussion: Mr. Robert Cramer stated that the resolution is for the uninterruptible power supply (UPS) and battery system replacement for the East Side Substation. Mr. Cramer explained that we have two substations that provide the power to the People Mover system; one is central, and one is the east side, which is by the Greektown Station. He stated that these units have exceeded their useful life and have failed and need to be replaced with something that ensures that if we have power interruptions we have protection from damage to the equipment.

Mr. Cramer stated that Resa Power is our ongoing electrical services vendor, however showing from the results, their price was quite higher since we started with them. He stated that believing that we had an opportunity to save some costs we put this out for bid as a separate project and based on the responses, Energy Products came in significantly therefore, they are our recommended vendor.

Mr. Luke Polcyn asked if we had worked with Energy Products before. Mr. Ernest Latham answered in the affirmative. Mr. Polcyn asked if we had any insight into the lower bid. Mr. Ernest Latham stated that they are a direct battery distributor which may have contributed to their low price whereas Resa is more of a power-side substation vendor. He stated that he believes Energy Products can get batteries at a better

price which will keep them lower. He stated that 2/3 of the UPS's installed in the system were supplied by Energy Products.

VOTE: All in attendance voted in the affirmative.

5. Resolution Authorization to enter in an agreement to provide Transit Data Management Services

MOTION: Moved by Mr. John Paul Rea and supported by Mr. John Naglick that the General Manager shall be and is hereby authorized, empowered, and directed by the DTC Board of Directors on behalf of the Corporation to award a contract for Transit Data Management Service to TransSight for an amount not to exceed Two Hundred and Fifty Thousand 00/100 dollars (\$250,000.00).

Discussion: Mr. Robert Cramer stated that the resolution is to recommend an award to a firm called TranSight. He stated that we applied for a state grant of \$250,000 for the purpose of improving, automating, and streamlining our data reporting, collection, and management, essentially automating the NTD reporting so some of them are monthly, quarterly, and annually. He stated that all transit agencies have to provide these key metrics and that some of them are very simple and straightforward and others are very convoluted and maybe even nonsensical, but they are what we have to report in order in order to maintain our federal funding. Mr. Cramer stated that this firm and another that participated in our earlier bid both specialized specifically in this type of work.

Mr. Cramer explained that there is an initial period where they come on board on-site and learn about the things that we collect, how we collect them, whether it is paper, an excel form, and if it's an automated system. Also, things that are not being collected that we need to, and then will design the input interface that will feed into their system that tracks, measures, and populates various reports that are required for NTD. He stated that many types of reports can be created and that we are planning to include metrics from Finance, which is actually part of NTD, Human Resources, Safety and Security, and have a great framework for a dashboard we can share with the Board and the public monthly and use for internal decision making.

Mr. Cramer stated that we wanted to ensure that at least for the initial implementation in the first couple of years of this project, we could stay within the grant budget of \$250,000. He stated that we had initially put this out to bid earlier in the year and received 2 bids from TranSight and TransTrak. He stated that both agencies are firms that do this, but they were both significantly over the project budget, so we revised our solicitation to ensure that the bids would be provided in a way that at least had an option for full functionality that would keep us under that budget. He stated that only TranSight responded.

Mr. Cramer stated that this is a grant we received through the State, it's federal money, but they are administering it, therefore we've been with them along each milestone. He stated that we brought them up to speed and that they are supporting us moving forward with the single bid to implement the project with some additional paperwork we will submit to them. He stated that the resolution is asking for the Board to authorize us to move forward, and if we can get the terms negotiated, and then send the paperwork to the State for their sign-off, we can award the contract. He stated that the price would not change. He also stated that the State is looking for an unsigned contract between us before they are awarded.

Mr. G. Michael Staley asked what the current process is for our data plan. Mr. Cramer answered that the current process includes paper logs, Excel sheets, and radio recordings. He stated in our Control Center there is a paper log and that the Control Operators log everything that happens in real-time, Then, at the end of the day it has to be organized into an Excel sheet, but every person's going to have a different handwriting and write things a different way. Mr. Cramer stated that TranSight will create an interface that will ensure it is as seamless and effortless to the Control Operators as possible, but would include standardized drop-downs for almost everything they do. He stated that not only is it automatically entered and removes the human error of entering it, but it's also more likely in very standardized categories.

Mr. John Paul Rea asked if any other transit agencies in the state of Michigan use their services. Mr. Robert Cramer answered that he doesn't believe they use TranSight, but that the other firm TransTrak stated and stopped with Ann Arbor and DDOT.

Mr. Luke Polcyn inquired about the grant source asking whether it was key to this kind of data use or if this was a priority we decided to apply to the grant source and why.

Mr. Robert Cramer answered that we applied for this a couple of years ago and that the 5304 is a federal formula that goes to the State and it's often referred to as service development, new technology. He stated that you can't use it for running transit service, it's not a true capital program but more for planning activities. He said that's the same source we are using to fund the system plan which we are bringing to the Board hopefully in December that was \$800,000 and similarly for the agency strategic plan, which we're also working out.

VOTE: All in attendance voted in the affirmative.

6. General Manager's Report

Rail Replacement Project

Mr. Robert Cramer stated that Delta Railroad has completed their work for this phase of the project. They handed the guideway back over to us, toward the end of the day on Sunday. He stated that we have been doing some integration testing and guideway walks, and as we speak right now, there's a train right now that's running non-Revenue Service. He stated that we're going to continue it through the evening and that we have a lot of paperwork to get back on to pass along to the State Safety Office. He stated that they've been along the way step by step with us and we're confident at this point that there's nothing that's going to get in the way of us getting their support to start operating regular service tomorrow at 6:30 a.m.

Mr. Cramer stated that we are going to open tomorrow at 6:30 a.m. and run straight through to 7:00 p.m. on Thanksgiving evening. He said we're building that as our reopening 36 1/2 hours of service. He stated that we will have a DJ in the Broadway station on Wednesday evening and then bright and early on Thursday morning. We're doing some hot drinks and hand warmer giveaways at Grand Circus Park for the runners, their families, and people staking out their parade spots nice and early. He stated that there is a Lion's game and we will be running service and will shut down at 7:00 p.m.

Mr. Cramer stated that our regular hours would be extended:

Monday through Friday: 6:30 a.m. to midnight

Saturday: 10:00 a.m. to midnight.

Sunday: 10:00 a.m. to 10:00 p.m.

Mr. Cramer stated that regarding going to midnight we had a lot of really good feedback, we had a focus group, surveys, and customer input that pointed to those extended regular hours being helpful so that people didn't have to consult the calendar each time. He said that in August, for example, we had about half the days of the month with extended special service hours, which is not conducive to people forming regular habits and we were able to accomplish that with our staffing levels and trains that are available. He stated that these are going to be our regular hours moving forward.

Mr. Robert Cramer stated that we were thoroughly busy during the rail replacement process. He stated that we had six weeks of training, maintenance staff had had to go through the most and actually went through 17 different modules of training classes. He stated that we did system safety recertifications and had some officers who finished their 330 licensing along the way. In addition to just a ton of work by all the departments during the downtime, which is the opposite of what many people may think happens when you're not running the train. Mr. Cramer expressed his gratitude to the DTC team for all of their efforts.

Mr. Cramer stated that there are some compliance items that we will be updating and bringing to the Board; EEO program, DBE Goal Methodology and our Title IV Program. He stated that next year is the Triennial

Review year for all Detroit area agencies. He stated that we will also have a presentation by AECOM who did the customer satisfaction survey where they did a lot of onboard direct surveys.

Mr. Cramer stated that there is one piece that is left as part of the overall rail replacement project which is the switch switch #1. He stated that we did get the Buy America waiver granted, but it was too late for us to include it in this shutdown, so there will have to be some additional work that's done and that we haven't finalized the date on the project. He stated that we are aware that we'll have to have some system downtime related to some of the infrastructure improvements for the Second Avenue extension behind Huntington Place. He stated that we are penciling that in as a good time when both of those projects could be accomplished at the same time when we would have to have some system service disruptions.

Toronto Transit Commission

Mr. Cramer stated that the vehicle should start moving to Pennsylvania in the first couple weeks of December and based on the board's approval to offer funding for four additional vehicles, Toronto came back and said that for that offer we could have everything else if we wanted so we're working on potentially 12 to 14 additional vehicles. He said that the idea would be if we can find someplace to put them, in the Detroit area, we would send four extra to Pennsylvania so that they're available if we need to swap out based on when we start working on the first 12 and the rest of them, we would bring to the Detroit area and then have a plan to essentially deconstruct them into additional parts inventory.

Mr. John Naglick inquired about the financial audit. Mr. Robert Cramer stated that we have all the financial items, but we're continuing to work with our partners at the City for wrapping up our audit, which is part of the overall audit for the City. He stated that he doesn't believe any major issues have come up, but we're continuing to work on that.

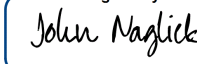
7. Public Participation

Mr. Robert Pawlowski congratulated the staff and the operations team for working on getting this rail improvement project finished. Mr. Pawlowski stated that the biggest thing that he would also want to see is a lot of the feedback that the Board has approved with AECOM to be able to track. He stated that he is interested to see some of those findings and see how they match up with some of the information he has been seeing on the services, whether that's GTFS transit tracking apps, and the like. Mr. Pawlowski commented on the activities and events that have been happening on the People Mover as likened to a party where people are riding the train and using it to get around Detroit.

MOTION TO ADJOURN:

MOTION: Moved by Mr. G. Michael Staley, and supported by Mr. John Naglick, to adjourn the meeting at approximately 4:26 p.m.

VOTE: All in attendance voted in the affirmative.

DocuSigned by:

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 John Naglick, Corporation Secretary