



**DETROIT
TRANSPORTATION
CORPORATION**

**DETROIT PEOPLE MOVER
DETROIT TRANSIT POLICE**

**DTC BOARD OF DIRECTORS MEETING MINUTES
HELD ON MARCH 6, 2025, AT 4:00 P.M.**

BOARD PRESENT:

Chairperson	Mr. Robert Cramer
Vice-Chairperson	Mr. Luke Polcyn
Secretary/Treasurer	Mr. John Naglick
	Mr. Samuel Krassenstein

BOARD MEMBER(S) ABSENT:

Mr. John Paul Rea
Hon. Mary Sheffield

DETROIT TRANSPORTATION CORPORATION:

Mr. Ernest Latham, Deputy Gen. Mgr.
Ms. Jessica Aho
Ms. Ericka Alexander
Mr. Michael Anderson
Mr. Edward Arnold (Chief)
Ms. Ophelia Crawford
Ms. Karen Foster
Mr. LaVar Harris
Mr. Cornelius Henry
Mr. Curt Knudsen
Ms. LaTrinda Perry
Ms. Leeya Sutter
Mr. Tony Vinson
Mr. M. Walter

OTHER ATTENDEES:

Ron Birkelbach
Mr. David Esparza
Ms. Shelby Foor
Ms. Courtney Grant
Mr. Lukas Lasecki
Mr. Matthew Lesh
Mr. Joshua Salazar
Mr. Joshua Smith
Mr. Donale Wiles

Meeting Called to Order/Opening Remarks

Chairperson Mr. Robert Cramer called the meeting of the Detroit Transportation Corporation Board of Directors to order at approximately 4:05 p.m.

Mr. Robert Cramer performed a roll call. A quorum was present with the following members: Chairperson Mr. Robert Cramer, Vice-Chairperson Mr. Luke Polcyn, Secretary/Treasurer Mr. John Naglick, and Mr. Samuel Krassenstein.

1. Approval of the Agenda

MOTION: Moved by Mr. Luke Polcyn and supported by Mr. Samuel Krassenstein to adopt the amended agenda.

VOTE: All in attendance voted to approve the agenda.

2. Approval of the Minutes from January 30, 2025

MOTION: Moved by Mr. Luke Polcyn and supported by Mr. Samuel Krassenstein to adopt the Minutes for the Board of Directors meeting held on January 30, 2025.

VOTE: All in attendance voted in the affirmative.

Action Items

3. Resolution Authorization to award Contract(s) for Architecture & Engineering Consulting Services

MOTION: Moved by Mr. Luke Polcyn and supported by Mr. Samuel Krassenstein that hat the Chief Executive Officer is hereby authorized, empowered and directed by the DTC Board of Directors to enter into agreements with WSP USA, AECOM, HDR Michigan, Inc., Hubbell, Roth & Clark and TYLin for two year contracts with one (1) year renewal options up to a not-to-exceed authorization between both agreements of 2,600,000.00 for the two year base term and up to an additional authorization of \$1,300,000.00 for the single one year renewal options, for a total not-to-exceed authorization between both agreements of Three Million Nine Hundred Thousand 00/100 Dollars (\$3,900,000.00).

Mr. Micheal Anderson stated that the resolution is a recommendation of DTC to execute multiple contracts with WSP USA and AECOM for architectural and engineering consulting services. He noted that this would be a two-year contract with a one-year renewal, totaling \$3,900,000.00.

Mr. Anderson stated that the Detroit Transportation Corporation requested proposals from qualified vendors to provide ongoing and new architectural and engineering consulting services to DTC. He stated that, essentially, the firm's expertise will facilitate the agency's goals, enhance urban mobility, increase walkability, and improve user convenience. Mr. Anderson stated that some of the highlights and the points as they relate to our RFP and the resolution are as follows:

- Documentation analysis.
- Compliance and program updates,
- Operational improvements and planning initiatives,
- Stakeholder engagement and communication
- Alignment with the strategic initiatives, which are ongoing at this point.

Discussion: Mr. Michael Anderson stated that as it relates to the procurement process, this was done as an open and competitive RFP solicitation. He noted that we received forty-two (42) downloads and five (5) responses and that from those five (5) responses, the evaluation team selected the top two (2) vendors, WSP USA and AECOM.

Mr. Samuel Krassenstein asked if there is value in having outside expertise and another perspective from a group we have not worked with before. Mr. Robert Cramer stated that AECOM had been selected to do the system plan and the customer satisfaction survey, but we were looking to draw on a much deeper amount of knowledge base for this because this is technical services for our automated people mover system, our guideway, and such. He stated that this would be different than the previous work they performed. Mr. Ernest

Latham stated that a lot of the support from this is ongoing things that crop up every day in maintenance, operations, and probably some compliance issues that we need to drill down on quickly. He stated that there would not be a lot of new start work or new projects but out of old work that needed a fast solution.

Mr. Robert Cramer asked, regarding HDR, if there was anything significant that the evaluation team noticed when you heard from HDR that would have stuck out as something where they had a leg up in something specific that could be useful down the road. He asked if it was worth having them on even for a small project that they could add value to. Mr. Ernest Latham explained that HDR had a strong proposal but lacked the experience of AECOM, who had performed about four (4) guideway studies consecutively. Mr. Latham also stated that we had worked with WSP for approximately twenty (20) years. He said that we tried to level it out so that other firms could have a go, too.

Mr. Samuel Krassenstein expressed his concern about us becoming too dependent on any one firm to provide services and potentially missing out on the best pricing, perspective, and opportunity that could be offered.

Mr. Luke Polcyn inquired about the incumbency of WSP's score of one hundred (100) versus the other vendors, noting the significant difference in the scores. He asked if it was due to their experience with the system, and if so, it reinforced Mr. Krassenstein's point of creating a one-party system. Mr. Ernest Latham stated that WSP had a leg up because of their experience. He said that there would be a lot of billable hours with a new firm, as well as getting them acclimated to what we do, how we do it, and why we do it.

Ms. Karen Foster asked if it would be a process to award three firms. Mr. Robert Cramer answered in the affirmative. Mr. Ernest Latham stated that the issue would be the task orders and the amount of funding, which is not a large amount. He also stated that there might be an issue with the third firm not receiving tasks and that if they do not receive task orders, they may start bidding. Ms. Foster asked if we had station projects as it was mentioned that one of the vendors is good with structure. Mr. Latham stated that when we first went into this right, we looked at it as we were going to support the TAMS plan, and if we get through the next three years and put out little fires, we'll bring on the study, which will have its own lift of projects and tasks. He stated that then we will have to go back to finding funds and resources to bolster the projects and bring the projects on.

Mr. Samuel Krassenstein stated that the risk we run long-term is that we get deeper with incumbency and leave ourselves with fewer options. He stated that he can see there being a lot of value in having choice, even if it's only a single test that ends up being awarded to someone, and that it's still an opportunity to have more diversity in the firms that are participating and supporting the People Mover to ultimately be successful.

Mr. Robert Cramer stated that the authorization level is based on the projects that come up. He stated that within the last two years, we had \$10 million in capital projects and that there were going to be big projects to look at. He gave the example of selecting up to all five (5) vendors for a project even though there would be no requirement for them to place a bid. He also expressed concern about the vendors choosing not to bid after bidding on several projects and not getting selected.

Mr. Luke Polcyn suggested that we consider giving more options beyond the two (2) vendors. He asked what is necessary from an operation standpoint. Mr. Robert Cramer stated that the process is complete, but that the Board can propose the selection of one (1) or more than two (2). Mr. Luke Polcyn requested to amend the resolution. Mr. Cramer stated that the amendment should be a part of the motion. Mr. Samuel suggested that the amendment be at least three (3) vendors, but also has concerns regarding the qualifications and the onboarding period that requires more billable hours to bring them up to speed. He also asked how equal the playing field would be if you took the incumbency factor.

Mr. Ernest stated that all the firms had specific niches but that we would open the task orders to all five. Mr. Robert Cramer stated that we specifically designed the solicitation so that we could award as much as required.

Mr. Robert Cramer stated that we would develop a separate process if we have more than two firms where we would have a regular meeting where people could come and learn about the projects that are coming up and collaborate. He stated that there would be training and teaching on our part to get people to understand the projects we are going to do.

Mr. Samuel Krassenstein motioned to modify the resolution to enter into agreements with the five firms. Mr. Cramer stated that we will keep the authorization level for all collective participants and stay the same, but that we are authorizing to negotiate all five. Mr. Luke Polcyn stated that the resolution language changes wherever it says WSP and AECOM to the identity of all five (5) respondents, either by name or just described as a collective.

VOTE: All in attendance voted in the affirmative.

4. Resolution Authorization to Award a Contract for an Online Merchandise Store

MOTION: Moved by Mr. Samuel Krassenstein and supported by Mr. John Naglick that the Chief Executive Officer is hereby authorized, empowered, and directed by the DTC Board of Directors to enter into an agreement for an Online Spirit Store for a three-year contract with two (2) one (1) year renewal options for an amount not-to-exceed Forty-Five Thousand Dollars 00/100 (\$45,000.00) over the base term, Fifteen Thousand 00/100 Dollars (\$15,000.00) for each options years if exercised, and maximum with all options of Seventy-Five Thousand Dollars 00/100 (\$75,000.00).

Discussion: Mr. Robert Cramer stated that the resolution is for us to engage with a vendor that can produce supplies and help manage merchandise. He acknowledged that the primary reason is to supply us with branded apparel. He noted that our Union contracts with the control operators have a stipend for them. He also stated that once we have this in place, they would be required to wear a branded item. Mr. Cramer stated that it is not a full uniform but was included as a rule in our last contract negotiation.

Mr. Robert Cramer stated that My Locker can offer anything we want without minimum quantities or pre-orders. He stated that this is a Detroit business located in the Corktown neighborhood. He stated that it also provides us with an opportunity for branded merchandise for promotional activities. He noted that the way it is set up would also allow us to choose if there are any items we want to make available for sale to the public, and we would receive a 30% revenue share.

Mr. Robert Cramer stated that we worked a lot on trying to find vendors that would participate in this and that My Locker was the only one that submitted a complete responsive proposal. He stated that we are confident that they can provide it and that the price that they have, compared with other places that you would purchase from, is either consistent or more affordable.

Mr. Samuel Krassenstein asked if we would be able to do public sales through their site. Mr. Robert Cramer answered in the affirmative. Mr. Krassenstein asked if we would have the People Mover site operated in the background by My Locker. Mr. Robert Cramer answered that it is through a white box site, for example, you tell them the items you want, the design, and pricing, then send people to the site. Mr. Cramer explained that we cannot sell things on our thepeoplemover.com FTA-supported website. Mr. Cramer also stated that the store works for internal purchases, such as the Control Operators would have a password and that there would be items they can pick from and draw from their voucher.

Mr. Samuel Krassenstein asked if there are revenue projections or if we are too early in the process for what we plan to make. He also asked if there would be an opportunity for tokens as a part of this or to use this as part of the sales platform. Mr. Robert Cramer stated that most of the things they have lined up are things that they customize such as mugs, shirts, and such.

Mr. Luke Polcyn asked if this is an exclusive relationship, such as if we wanted to find a different partner for other merchandising using the tokens or other materials and if it boxes us out of other merchandising opportunities. Mr. Michael Anderson said he does not believe we would be isolated to one group.

VOTE: All in attendance voted in the affirmative.

6. Resolution Authorization to enter into an agreement for Railcar Transportation

MOTION: Moved by Mr. Samuel Krassenstein and supported by Mr. Luke Polcyn that the Chief Executive Officer 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 vehicle transportation agreement with J&L Henderson Trucking not to exceed **Fifty Thousand and 00/100 Dollars (\$50,000.00)** for the transportation of additional railcars

Discussion: Mr. Michael Anderson stated that due to the Michigan Frost laws, Anderson Haulage has reached out, acknowledging the fact that the weight of their vehicles exceeds the 39,000 pounds for travel to transport the remaining vehicles that were currently with Toronto to Monroe. He stated that during the conversation, another company was referred to us, JL Henderson. Mr. Anderson stated that he and Mr. Ernest Latham contacted and vetted JL Henderson because their vehicles and trucks were of lighter weight, and they can transport the vehicles sometime this month to ensure that they arrive in Monroe.

Mr. Anderson stated that this is an alternative measure to what is going on with Anderson Haulage, and based upon the information they have provided us with as it relates to costs and everything else, it equates to the current decision the Board had previously approved for Anderson Haulage. Mr. Anderson stated that we are proposing the total costs be approved by the Board as \$50,000 to have JL Henderson involved to get a contract in place to get the vehicles from Toronto to Michigan as soon as possible.

Mr. Samuel Krassenstein stated that his understanding of Frost's law is that it does not impact on all freeways and all roads but impacts roads that are not all seasons. Mr. Krassenstein asked what part of the route was being affected. Mr. Ernest Latham stated that it is the last couple of miles once they come off I-75 onto whatever secondary road they use to the yard.

Mr. Krassenstein asked if we had the exact weight and noted that the weight limits reflect MDOT and not the city of Monroe. Mr. Robert Cramer stated that with Anderson Haulage plus the train, the weight would be 43,420, but JL Henderson would be under 39,000.

Mr. Krassenstein asked if this results in cost savings. Mr. Cramer answered that it is a possibility and that the total was rounded up and kept at \$50,000 because we do not know if there would be tariffs or fees that are unknown to get across.

Mr. Luke Polcyn asked when this would be executed. Mr. Michael Anderson answered that JL Henderson believed it would be next week.

Mr. Curt Knudsen stated that the train weighs 33,290 pounds.

VOTE: All in attendance voted in the affirmative.

12. Chief Executive Officer Report

- Pension Committee Update

Mr. Robert Cramer stated that the Retirement Committee met earlier today. Mr. John Naglick stated that what we are working on is taking DTC's separate administrative pension plan by Comerica and looking to move it to the State plan, which is called MERS, in which many local units of government participate. He stated that MERS is looking at our labor contracts to make sure that any nuances of our pension calculations can be done by them and that they are willing to do them. Mr. Naglick noted that some things are not explicitly in the contract, so they talked about going back to DTC's labor unions to get a Letter of Understanding signed.

- Volunteer Program Presentation

Ms. Jessica Aho, the Strategic Initiative Specialist at Challenge Detroit, introduced herself and gave an overview of DTC's Volunteer Program. She stated that it was a great way to get the community involved with the People Mover by way of volunteering with us. Ms. Aho said that we have had volunteers in the past, but this is an effort to make it a regular occurrence, especially during large events.

Ms. Aho stated that the program was piloted from January 11th through January 20th during the North American International Auto Show where the volunteers were in the stations helping direct riders and answer questions. She stated that the volunteer slots were in four-hour shifts and that the locations included the following stations: Huntington, Greektown, Renaissance Center, and Grand Circus Park.

Ms. Jessica Aho stated that throughout this, we gained a lot of volunteers. She stated that we have forty-eight (48) volunteers in our database that we can correspond with through email.

Ms. Aho also mentioned that we offered a \$25.00 stipend for each 4-hour shift and that they could get up to \$50.00 a day. She noted that January 18, 2025, was a big Lion's game, so the stipend was doubled for each 4-hour shift.

Ms. Aho stated that there were three online information sessions of training where the volunteers could ask questions. She also stated that the volunteers received a safety sheet, FAQ sheet, and system map information about the Auto Show.

Ms. Aho stated that our biggest area of improvement would be that we had twenty-seven (27) sign-ups and only eleven (11) people showed up. Although the people who did show up, people signed up for another shift after volunteering for one. She said that a sizable number of people covered multiple shifts, including one person who covered six shifts. The average number of shifts covered by one person was 2.36.

Ms. Aho stated that there was a luncheon after the event to thank our volunteers and get insights. She also stated that we are going to do another round of this during opening day on April 4th.

Mr. Robert Cramer asked where people should go to learn more information or sign up. Ms. Jessica Aho answered that we have a page on Volunteer Match and that she is working on integrating that into our website right now, but for now, it is on Volunteer Match, which is a volunteer sourcing platform.

Mr. John Naglick commented about people in the Renaissance Center asking questions about how to get to the People Mover. He said that he liked how we have targeted big events that we know lead to big ridership and suggested that we also look at when there are large conventions at the Renaissance Center.

Mr. Samuel Krassenstein requested a presentation on the Challenge Detroit event and some of the findings from it.

Mr. Robert Cramer explained that the Challenge Detroit Fellow program selected the People Mover to do one of their four projects. He said that they engage with different nonprofits or agencies through the one-year program and that they do four different projects where they embed themselves at that agency, and it is 8 to 10 Fridays in a row where they have a project. He stated that the project includes how they better engage the People Mover and how to better engage neighborhoods across the city with the People Mover, which has all sorts of other benefits. He stated that they did their final presentation here last Friday, February 28th, and had over 140 people in attendance, including the cohort of approximately 24 – 25 people.

Mr. Luke Polcyn inquired about the volunteers being interested in apparel and noted the safety vest. He asked the type in which they were interested. Ms. Jessica Aho stated that at first, there was talk about getting more branded vests, but we have a large number of vests, so for a low-cost option, postcard-size lanyards with information for the volunteers were a suggestion. She also mentioned that once we have shirts, which would also be an option.

Mr. Luke Polcyn asked if there was a way to make something special that is worth the \$50.00 stipend. He suggested something that they could wear, such as a nice fleece, instead of a financial stipend which would be the compensation for the volunteers and promote the system. Ms. Aho stated that this would be something to look into.

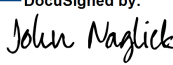
13. Public Participation

Mr. Lucas Lasecki stated that there is a demand for this People Mover merchant to open a store and that it is a very good idea. He agreed with Mr. Polcyn on there being more than the logo but adding other designs like art or pictures of the People Mover.

Adjournment

MOTION: Moved by Mr. Luke Polcyn and supported by Mr. Samuel Krassenstein, to adjourn the meeting at approximately 5:03 p.m.

VOTE: All in attendance voted in the affirmative.

DocuSigned by:

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John Naglick, Corporation Secretary