



**MAX Transportation Authority Board Meeting Agenda  
Monday, December 28, 2009**

**3:30 PM**

**Padnos Transportation Center/  
MAX Administrative Offices Board Room  
171 Lincoln Ave., Ste. 20  
Holland, MI 49423**

- 1. Approval of the Board minutes: October 26, 2009 – Action**
- 2. Opportunity for Public Comment**
- 3. List of Board Meeting Dates for 2010**
- 4. Marketing Committee:**
  - a) Memo Summarizing the 2009 Stuff the Bus Food Drive**
- 5. Executive Committee:**
  - a) Fiscal Year 2010 Federal Grant Application-Action**
  - b) Bid Award for Cameras - Action**
  - c) Bid Award-Mobile Data Computers-Action**
  - d) Ridership Report – November, 2009– For Review Only**
  - e) Financial Report – November, 2009 – For Review Only**
  - f) Expenditure Reports – November, 2009 – For Review Only**
  - g) Minutes from the 12/1/09 Local Advisory Committee Meeting – Information**
- 6. MAX Coordinator’s Report**
- 7. Other Business**
- 8. Adjournment**

**If you cannot attend the meeting, please contact Kathie VandenBand at (616) 928-2476.**

**Next meeting is Monday, January 25, 2009 at 3:30 pm at the Padnos Transportation Center MAX Administrative Office Board Room**



**Macatawa Area Express Transportation  
Authority Meeting Minutes  
Monday, December 28, 2009**

The Macatawa Area Express Transportation Authority met at 3:30 pm at the Padnos Transportation Center Board Room.

**Members Present:** Chair Polly Diehl, Vice Chair Russ TeSlaa, Secretary/Treasurer, Bob VandeVusse, Board Members, Joe Baumann, Steve Bulthuis, Ex-Officio Al Dannenburg Youth Representative on Board, Laurel Ackerman

**Members Absent:** Board Members Mike DeVries, Dave Fackler

**Staff Present:** Linda LeFebre, Sherri Betz, Charlie Veldhoff, Kathie VandenBand

**Others Present:** Myron Kukla, Grand Rapids Press

**09.12.1**

**Minutes Approved:**

A motion was made by TeSlaa and supported by Baumann to approve the October 26, 2009 Board meeting minutes as written.

Motion carried unanimously.

**09.12.2**

**Opportunity for Public Comment:**

There was no public comment

**09.12.3**

**List of Board Meeting Dates for 2010:**

A motion was made by Baumann and supported by TeSlaa to approve the 2010 Board Meeting Schedule.

Motion carried unanimously

**09.12.4**

**Marketing Committee:**

**09.12.4a**

***Summarization of the 2009 Stuff the Bus Food Drive***

Included in the Board packet was the results of the 2009 Stuff the Bus Food Drive. Betz reported on the success of the drive stating that over 2,000 pounds of food was donated and using an auditor-approved formula, valued at over \$4,500. Special thank you ads acknowledging the support from sponsors and community were run through December 12 on eight cable networks. Donations were also received during the City of Holland Parade of Lights using illuminated shopping carts. The Marketing Committee hopes to include The City of Zeeland Christmas Parade in their shopping cart schedule next year.

**09.12.5**  
**09.12.5a**

**Executive Committee:**

**Fiscal Year 2010 Federal Grant Application**

A motion was made by VandeVusse and supported by Bulthuis to submit to the Federal Transit Administration a section 5307 grant application for items outlined in the Board Packet, to submit a separate CMAQ grant application for funding the purchase of six (6) replacement buses and to authorize the City of Holland's Finance Director to PIN both grant applications once they have been awarded by the FTA.

Motion carried unanimously.

**09.12.5b**

**Bid Award for Cameras**

After receiving and reviewing five (5) bids for Transit Bus Security Camera Systems resulting from an RFP issued on October 26, 2009, staff recommends the Board award a bid to Radio Engineering Inc. in the amount of \$84,130.60 for the purchase and installation of cameras on MAX's entire fleet of buses.

A motion was made by Baumann and supported by TeSlaa to purchase and install the Radio Engineering camera system without GPS option in the amount of \$84,130.60.

Motion carried unanimously

**09.12.5c**

**Bid Award – Mobile Data Computers**

An RFP issued on November 25, 2009 for Mobile Data Computers/AVL was posted on the MAX website and mailed to 33 vendors with expertise in MDC/AVL systems. One bid from RouteMatch was received and the proposal exceeded the allotted grant amount for Phase I. After negotiations, an agreement was reached with RouteMatch in the amount of \$191,474 for Phase I. The amount of \$95,858 for Phase II will be held for 18 months from the contract date for if and when MAX is able to secure additional FTA funding.

A motion was made by TeSlaa and supported by Baumann to accept as written the proposal from RouteMatch for their Mobile Data Computer (MDC)/Automated Vehicle Location (AVL) system proceeding with Phase I in the amount of \$191,474.

Motion carried unanimously.

**09.12.5d**

**Ridership Report – November, 2009**

There was no discussion

**09.12.5e**

**Financial Report – November, 2009**

There was no discussion

**09.12.5f**

**Expenditure Report – November, 2009**

There was no discussion

**09.12.5g**

**Local Advisory Committee Meeting Minutes – December 1, 2009**

There was no discussion

**09.12.6**  
**09.12.6a**

**MAX Coordinator's Report:**

**New MAX Facility Committee**

Baumann volunteered to replace VandeVusse as a member on the committee for the new MAX Facility. The committee members now consist of staff and Project Manager Charlie Veldhoff, and Board Members Bulhuis and Baumann.

**09.12.7**

**Other Business:**

Diehl informed the Board of VandeVusse's resignation from the Board and thanked him for his years of service and dedication.

**09.12.8**

**Adjournment:**

A motion was made by TeSlaa and supported by Baumann to adjourn the Board Meeting.

Motion carried unanimously.