

MDOT CONTACT INFORMATION

**State Transportation Building
425 West Ottawa
Lansing, MI 48909**

**Kirk T. Steudle, Director
517/373-2090**

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**Jacqueline T. Shinn, Chief Deputy Director
Larry Tibbetts, Chief Operation Officer
Leon Hank, Chief Administrative Officer**

**Sharon Edgar, Bureau Administrator
517/373-0471**

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**Norma Guevara, Administrative Assistant
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Program Administration Section

Responsibilities:

Coordinate the administration of bus, marine, and intercity bus activities within the Comprehensive Transportation Fund for the BPT. Oversee training, federal drug and alcohol program, and motor bus and limousine credentialing and safety program, including:

- monitor, coordinate and process contracts, checklists and payments for all BPT projects;
- monitor and coordinate project closeout activities;
- administer the year-end reconciliation process;
- administer the CPA audit reconciliation process;
- promulgate annual Local Revenue and Expense Manual;
- promulgate the Audit Guide for Transportation Authorities and Agencies in Michigan in conjunction with the Michigan Department of Treasury; and
- monitor and coordinate the Public Transportation Management System (PTMS).

Administer the department's motor bus and limousine credentialing duties and safety responsibilities prescribed by Michigan statutes for BPT, including:

- conduct state annual motor bus vehicle safety inspections;
- certify state annual limousine vehicle safety inspections;
- process state annual motor bus and limousine registrations and renewals;
- issue and renew motor bus and limousine operating authority business licenses who meet the insurance and safety requirements of the law;
- monitor motor bus and limousine insurance levels for compliance;
- issue motor bus and limousine decals; and

- process fee collections.

Administer statewide procurement and disposal of intercity motor coaches under the Intercity Bus Capital Equipment Program within the Comprehensive Transportation Fund for BPT.

Staff Information:

Jean Ruestman: Manager, responsible for staff and programs of the Program Administration Section (PAS). 517-373-6625; E-Mail: reustmanj@michigan.gov

Suzie Dillon: Administrative Assistant to the Manager of PAS and provides Administrative support for section staff and closes contracts that require OCA audits. (517) 335-4971; E-mail: dillons@michigan.gov

Financial Management Unit

Angel Fandialan: Supervisor, responsible for supervising the Financial Management Unit (FMU). (517) 335-2577; E-mail: fandialana@michigan.gov

Trish D'Itri: Auditor, responsible for review of transit agency CPA audits, final close-out of Local Bus Operating Assistance. Reviews Commission Audits contract audits for impact on state formula funds. Reviews Local Bus Operating Assistance advance requests. Contact person for questions and/or comments about the Revenue and Expense Manual and Audit Guide. Identifies formula audit citations and tracks solutions. (517) 335-2535; E-mail: ditrit@michigan.gov

Sandy Lovell: Accountant, responsible for PTMS database management and for the collection and review of annual reconciliation reports. Responsible for preliminary redistribution of Local Bus Operating Assistance, reviews and approves cost allocation plans, assists transit agencies with accounting questions and serves as withholding of funds coordinator. (517) 335-2525; E-mail: lovells@michigan.gov

Lisa Lubahn: Program Analyst, responsible for Local Bus Operating Assistance payments and withholdings. Reviews requests for grant payments to transit agencies, sets up contracts and contract changes as purchase orders. Reviews financial aspects of budget adjustments/revisions to contracts. Requests contract audits and closes contracts that do not require OCA audit. Responsible for invitations to bid, requisition and purchase orders for private sector sourcing. (517) 241-1893; E-mail: lubahn1@michigan.gov

Rebecca Titus: Checklist/Contract Manager, responsible for managing checklist and contract processing for PTB. Develops contract language and forms. (517) 241-3221; E-mail: titusr@michigan.gov

Barb Wickerham: Compliance and Outreach Analyst, responsible for ensuring MDOT and its nonurban subrecipients are in compliance with federal drug and alcohol requirements and for planning and guiding the delivery of annual training in the area of drug and alcohol compliance. Also responsible for planning and guiding the delivery of other training that assists the bureau's funding recipients to make effective use of federal and state funds. (517) 335-2583; E-mail: wickerhamb@michigan.gov

Regulatory Unit

David Sucha: Supervisor, responsible for the direct supervision of professional staff, for the statewide procurement of intercity motor coaches under the Intercity Bus Capital Equipment Program. Responsible for day to day administration of state laws (Act 432 of 1982 - Motor Bus Transportation Act and Act 271 of 1990 - Limousine Transportation Act) which regulate the safety of passengers of motor carriers of passengers for hire. (517) 335-2565; E-mail: suchad@michigan.gov

Dave Bunting: Field Safety Specialist, technical resource person for passenger commercial vehicle equipment safety and maintenance issues statewide. Coordinates scheduling of vehicle safety inspections, processes vehicle registrations/renewals, issues decals and answers inquiries on technical vehicle regulations, interpretations and compliance. Performs state annual inspections to meet capacity demands and serves as a back-up to other Field Safety Specialist staff. Coordinates enforcement activities as needed. Responsible for work pertaining to the day to day administration of Act 432 of 1982 - the Motor Bus Transportation Act. Also, performs all functions relating to the licensing application process. Oversees legislative issues and performs rulemaking/bill analysis functions. (517)

335-2574; E-mail: buntingd@michigan.gov

Steve Compton: Field Safety Specialist, responsible for passenger commercial vehicle equipment safety and maintenance issues in the southeastern Michigan six county METRO Detroit area. (517) 373-8784; E-mail: comptons@michigan.gov

Rob Latimer: Field Safety Specialist, responsible for passenger commercial vehicle equipment safety and maintenance issues in the central, southwestern and Upper Peninsula of Michigan. (517) 335-2562; E-mail: latimerr@michigan.gov

Tim Smith: Field Safety Specialist, responsible for passenger commercial vehicle equipment safety and maintenance issues in the central, southwestern and Upper Peninsula of Michigan. (517) 335-2474; E-mail: SmithTJ1@michigan.gov

Connie Johns: Regulatory Affairs Analyst, responsible for staff work pertaining to the day to day administration of Act 271 of 1990 - the Limousine Transportation Act. Performs all functions relating to the license application process; routine questions/inquiries, insurance compliance, fee collection, safety certification, decal issuance, complaints, vehicle registrations, renewals, and enforcement issues. (517) 241-0680; E-mail: johnsco@michigan.gov

Robbie Smith: Regulatory Affairs Analyst, responsible for staff work pertaining to the day to day administration of Act 271 of 1990 - the Limousine Transportation Act. Performs all functions relating to the license application process; routine questions/inquiries, insurance compliance, fee collection, safety certification, decal issuance, complaints, vehicle registrations, renewals, and enforcement issues. (517) 241-0679; E-mail: smithr@michigan.gov

Transportation Services Section

Responsibilities:

Provide assistance and oversight to over 135 public transit service providers, rideshare/vanpool providers, and passenger marine. The assistance and oversight is on all federal and state capital and operating assistance projects to insure that the funds are used according to the intent of the project and all federal and state rules and regulations are met.

Coordinate the administration of all federal and state transit programs including the preparation and administration of federal grants and the development of the annual application guidelines for all state programs. Monitor and analyze federal legislation and rules.

Staff Information:

Kim Johnson: Manager, responsible for administering and supervising federal and state public transit capital/operating programs provided to all transit agencies and supervises staff of Transportation Services Section (TSS). (517) 373-8796; E-mail: johnsonki@michigan.gov

Vacant: Administrative Assistant, provides administrative and secretarial duties for the TSS. (517) 335-2560

Supervisors, responsible to carry out the state's public transportation program for the assigned geographic area . This includes the direct supervision of professional staff to provide program oversight, evaluation, and assistance with the preparation of the state's annual transportation program.

South Unit Janet Holoweiko: Supervisor.
(517) 373-7134; E-mail: holoweikoj@michigan.gov

Project managers, responsible for assistance and oversight of transit agencies in assigned geographic area

Provide direct assistance to transit agencies with respect to program planning, budgeting, service development and delivery, and contract administration.

Jill Adams: (517) 335-2598; E-mail: adamsji@michigan.gov
Erica Busick: (517) 335-2594; E-mail: busicke@michigan.gov
Fred Featherly: (517) 373-0386; E-mail: featherlyf@michigan.gov
Tom Jackson: (517) 335-2539; E-mail: jackson@michigan.gov
Darlene Mans: (517) 373-8820; E-mail: mansd@michigan.gov

North Unit Andy Brush: Supervisor.
(517) 335-2534; E-mail: brusha@michigan.gov

Cathy Hudson: Program Analyst, responsible for Federal Section 5311 program, including the transfer of flex funds; Service Development and New Technology program, Specialized Services Operating Assistance, and the entry of nonurban data in the National Transit Database. (517) 335-2555; E-mail: hudsonca@michigan.gov

Bonnie Jay: Program Analyst, responsible for Federal Section 5310 program, including the transfer of flex fund projects; New Freedom, and Job Access and Reverse Commute programs. (517) 373-7645; E-mail: jayb@michigan.gov

Elaine Luo: Program Specialist, responsible for Federal Section 5307 Section 5309 programs; Car/Vanpooling and Commuter Choice Tax Benefit Program; the transfer of and/or obligation of flex fund projects. Also responsible for Local Bus Operating Assistance distribution and the preparation of the annual application guidelines for the bureau's programs. (517) 335-2552; E-mail: luoy@michigan.gov

Project managers, responsible for assistance and oversight of transit agencies in assigned geographic area. Provide direct assistance to transit agencies with respect to program planning, budgeting, service development and delivery, and contract administration.

John Drury: (231) 775-2733 ext. 139; E-mail: druryj2@michigan.gov
Dean Peterson: (517) 335-2544; E-mail: petersonde@michigan.gov
Chuck Lindstrom: (906) 485-6322 ext. 139; E-mail: lindstromc@michigan.gov

Bus Acquisition and Intercity Transportation Section

Responsibilities:

Provide assistance and oversight to intercity bus/rail programs carriers that provide intercity passenger service in Michigan. The assistance and oversight is on all federal and state capital and operating assistance programs and projects to ensure that funds are used according to the intent of the program/project and all state and federal rules and regulations are met. Provide state safety oversight of state rail fixed guideway systems, which currently includes the Detroit People Mover. Manage contract and specification development for the statewide vehicle procurement program for use by local transit agencies.

Staff Information:

Jerry Smalley, Manager, is responsible for administering and managing federal and state intercity passenger programs. Responsible for managing statewide procurement and specification development of state/federally funded new vehicles used by public and private nonprofit transit agencies. Manage the oversight responsibilities for fixed guideway systems in Michigan. (517) 335-2550; E-mail: smalleyj@michigan.gov

Debi Magley, Administrative Assistant, provides administrative and secretarial support for section staff. (517) 335-2475; E-mail: magleyd@michigan.gov

Michael Frezell, Vehicle Procurement Analyst, is responsible for the coordination of statewide procurement and specification development of state/federally funded new vehicles used by public and private non-profit transit agencies. Responsible for the vehicle inventory, vehicle disposals, and local vehicle purchase program. (517) 335-

0904; E-mail: frezellm@michigan.gov

Intercity Transportation Unit

Al Johnson, Supervisor, is responsible for intercity passenger rail/bus programs and initiatives and oversight activities associated with fixed guideway systems. (517) 335-2549; E-mail: johnsonal@michigan.gov

Therese Cody, Departmental Analyst, is responsible for managing the Rail Passenger Operating Program which provides funds for state-assisted Amtrak train services and marketing. Responsible for all state-funded rail passenger terminal projects. Monitor customer service provided by Amtrak and at passenger rail facilities. Department liaison to the Midwest Regional Rail Initiative and the Ann Arbor to Detroit Transit Study. (517) 373-8749; E-mail: codyt@michigan.gov

Mike Bedore, Departmental Analyst, is responsible for managing the Rail Passenger Capital Program for both conventional and high-speed passenger rail service in Michigan. Designated as Michigan's State Safety Oversight Program Manager for rail fixed guideway systems. Monitors on-time performance for Amtrak train services in Michigan. (517) 335-1005; E-mail: bedorem@michigan.gov

Rob Pearson, Departmental Analyst, is responsible for managing the Intercity Bus Operating and Capital Program which provides funds for state-assisted intercity bus operations, marketing and terminal projects. (517) 335-2572; E-mail: pearsonr1@michigan.gov

Planning & Programming

Responsibilities:

Develop and monitor the annual statewide public transportation program (PTP) and budget, and the operations budget, together totaling over \$300,000,000. (The PTP includes programs administered by either the Bureau of Passenger Transportation (BPT) or the Freight Services and Safety Division.)

Develop and implement the budgetary and financial control procedures, and assure the conversion of existing financial management systems to new systems for the PTP.

Manage the PTP's contract process, including the preparation and award of over 600 contractual documents annually.

Manage the information technology needs for the PTP and the aeronautics program, including systems development, services and hardware.

Staff information:

Lori Hostetler: Departmental Manager, responsible for development and administration of the statewide public transportation program and operations budget, financial, and contractual activities. Supervises the Planning and Programming staff.
(517) 373-2907; E-mail: hostetlerl@michigan.gov.

Brenda Allen: Administrative Assistant, provides administrative and secretarial support for Planning and Programming, as well as providing administrative support to the PTP's contract administrator.
(517) 373-6573; E-mail: allenbr@michigan.gov.

Kathy Broessel: Departmental Analyst, resource person for the statewide public transportation program contract process, and monitoring and maintaining its contract database.
(517) 373-0348; E-mail: broesselk@michigan.gov.

Jeanette Bruce: Financial Specialist, manages and provides financial and accounting expertise and liaison for the operations of the statewide public transportation program including budget development, monitoring, analysis and reporting related to operations.
(517) 335-3132; E-mail: brucej@michigan.gov.

Connie Hanrahan: Financial Specialist, manages and provides financial and accounting expertise and liaison for the statewide public transportation program including budget development, monitoring, analysis and reporting related to the program, and is the contract administrator for the program.
(517) 335-2526; E-mail: hanrahanc@michigan.gov.

Kathy Urda: Departmental Specialist, Manage the information technology needs for the PTP and the aeronautics program, including systems development, services and hardware. Specialist and contact person for the Public Transportation Management System.
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