



**NORTHERN INDIANA COMMUTER TRANSPORTATION DISTRICT  
BOARD MEETING**

**July 20, 2018**

**Northern Indiana Commuter Transportation District**

**33 East U.S. Highway 12**

**Chesterton, IN 46304-3514**

**Public Session – 10:30 a.m. (CST)**

**BOARD MEMBERS PRESENT:**

Michael Repay  
Dan Whitten  
Mark Yagelski  
Scott Lauerman

Kevin Kelly  
Andrew Kostielney  
David Prancus

Mark Catanzarite  
Connie Gramarossa  
Christine Cid

**OTHERS PRESENT:**

Greg Price – Passenger  
Richard Curtis-Curtis Eng. Consulting  
Joe Crnkovich – NICTD Retired  
Steven Lyons - Passenger  
Lawrence Kirchner-Transystems  
Carrie Noland  
Pete Console-JUDLAU  
Julie O'Connor – CFWLCP  
Paul Kelly-NIPSCO  
Gerald Williamson – Passenger  
Joanne Schroeder-Vlecides. Schroeder Assoc. Inc.  
Ismail Attallah-AES Services, Inc.  
Fred Owens-Milhouse Engineering  
Karie Koehneke-Patrick Engineering, Inc.  
Gary Fisk-DLZ  
Bill Hanna, NWIRDA

Eric Neagu-Antero Group  
Bill Schalliol-St Joseph County  
Roy G. Benedict-Passenger  
Andrew Fox-ARH  
Jim Nowacki-Resident of Gary  
Gill Crespos Jr.-JUDLAU  
Sheila Clements-WSP  
Rita Dolan-WSP  
Mike Shore-CSS & SB  
Brian Jones-INDOT  
Junell O'Donnell-Walsh Construction  
Tim Zorn-Post-Tribune  
Timothy Whalen – AECOM  
Connor Nolan-HWL/NICTD  
Don Babcock-NIPSCO

**STAFF PRESENT:**

Michael Noland  
Chuck Lukmann, Esq.  
Anthony Siegmund  
Kelly Wenger  
Christine Dearing  
Bill O'Dea  
Holly Taylor

Amber Ketrting  
Greg Yovich  
Brianna Anderson  
Nicole Barker  
Justice Anderson  
Victor Babin

Jessie Watts, Jr.  
Kevin Dywan  
Chris Beck  
Laura Harrington  
Bjarne Henderson  
Nathan Schmidt

## **CALL TO ORDER**

Michael Repay called the meeting to order.

## **MEETING MINUTES**

Mr. Repay requested approval of the minutes from the May 18, 2018 board meeting. Dan Whitten motioned to accept the Public Session and Executive Session Board minutes for May 18, 2018. The motion was seconded by Christine Cid. The motion passed unanimously.

## **PUBLIC COMMENT**

Jim Nowacki, resident of Gary, Indiana, complained about the placement of the United States flag in the room. Mr. Nowacki stated objections toward the West Lake Corridor Project due to decreases in ridership and on-time service and recent fare increases.

Julie O'Connor, resident of Munster, Indiana, asked when the NICTD/Regional Development Authority (RDA)/Indiana Finance Authority (IFA) Governance Agreement exhibits will be available to the public. Ms. O'Connor also asked the Board how they intend to engage the public as authority is delegated in a concerning way in the Governance Agreement.

After public comment was closed, Mark Catanzarite motioned to move items 6, 7, and 8 up to the front of the agenda and defer other items until after. The motion was seconded by Mark Yagelski; motion passed unanimously.

Michael Noland addressed Public Comments by stating the exhibits will be available once they have been executed by the particular party, and at that given time they will be available as public documents. As far as authority, NICTD by its procurement regulations is required to present bid recommendations to the Board for review; Board meetings are open to the public.

## **Resolution 18-03 NICTD/RDA Governance Agreement**

Michael Noland proposed Resolution 18-03 concerning the NICTD/RDA/IFA Governance Agreement. The Governance Agreement outlines terms and conditions pertaining to funding, communication and oversight between NICTD, who will be the lead procurement agency, and the RDA and IFA, the funding partners. Mr. Noland introduced Bill Hanna, President and CEO of the RDA.

Mr. Hanna shared that the Regional Development Authority and the Indiana Finance Authority have approved the Governance Agreement. The Indiana Finance Authority also approved funding of the West Lake Corridor Project. He stated that the Governance Agreement will establish terms and conditions of operations between the three entities for both West Lake and Double Track as well as the finance plan for West Lake. If approved, Mr. Hanna said that the next step is to take West Lake to the State Budget Committee August 15<sup>th</sup>. West Lake is anticipated on being submitted to the federal government in late August or early September. The only thing left from an IFA standpoint is go to the bond market to float the bonds. There is no other governmental action that needs to be done. Then we will be ready to submit West Lake for

review to the Feds in late August or early September. Mr. Hanna advised the Board that we are also working on the finance plan for Double Track. Once complete, the parties will be back to the IFA in a matter of a few months to do the same thing. Mr. Hanna emphasized that West Lake is moving forward, but Double Track is not out of mind. This agreement also forms the template for the Double Track financing plan.

Bill Hanna commented on his excitement to be working as a partner in northwest Indiana on both the West Lake and Double Track projects.

Mark Yagelski motioned to approve Resolution 18-03, Andrew Kostielney seconded motion. Motion passed unanimously.

Mr. Yagelski stated that this railroad was created 30 years ago by the general assembly, and through all the agreements, the NICTD Board cannot give up any power that was given to it by the General Assembly. He also observed that while there have been some issues in the past, the RDA has worked with NICTD on items like the gallery cars that we purchased.

Mr. Whitten asked Mr. Hanna if his financial commitment from the RDA for this project has any impact on other ongoing projects like Porter County Airport. Mr. Hanna stated, it will not have any impact on any existing obligations. Mr. Hanna added it will eat up a large portion of the RDA's revenue, but the obligations that we have already made have already been calculated in our financial outlook as well as contracts that will continue.

Ms. Cid thanked our staff and partners in coming together and all their hard work to make this happen. Ms. Cid added that our staff has always been forthcoming with all information, so she trusts that they will continue to do so. Cost has always been a concern so she hopes that all parties will continue to keep taxpayer's money in mind.

Mr. Kelly added that this is a huge project that makes good sense, but could be a shot in the arm for the area. Mr. Kelly expressed his concern in potential delays, or things that may occur as a result of things that are out of our control and a delay could be quite costly.

Mr. Repay echoed what was previously stated by both Ms. Cid and Mr. Yagelski. We are a board made up by statute. Any time you can refer to a document or statute in this case is a good thing. This provides that document that this has been well vetted and considered. It is almost assured that we may have a hiccup, and when we have that hiccup we refer to these documents and get through it.

Motion passed unanimously.

**NICTD/Chicago South Shore & South Bend Railroad (CSS)/Northern Indiana Public Service Company (NIPSCO) Agreement for Double Track Northwest Indiana (DT-NWI)**

Mr. Noland summarized the background and terms of the agreement. The agreement includes NICTD, Chicago South Shore & South Bend Railroad (CSS), and Northern Indiana Public

Service Company (NIPSCO). The agreement is saving NICTD 3 million dollars (\$3,000,000) by avoiding constructing some of the improvements anticipated in the original analysis.

Andrew Fox, Managing Director of Anacostia Rail Holdings Company, thanked all parties that participated and helped with this agreement including Todd Bjornstad, Mike Shore, Congressman Pete Visclosky, and NIPSCO for the time and collaboration put in to make this happen.

Paul Kelly, Director of Federal Regulatory Policy for NIPSCO, also expressed his appreciation to all members of Congress, the state, and all local partners involved.

Chuck Lukmann, NICTD counsel, explained the agreement for Double Track NWI with CSS and NIPSCO and the Property Sales Agreement along with all exhibits, attachments, and all other steps necessary to consummate this project.

Kevin Kelly made a motion approve to agreement the NICTD/CSS/NIPSCO agreement. Motion seconded by Dan Whitten; motion passed unanimously.

### **St. Joseph County-New Carlisle Station Study**

Michael Noland introduced Bill Schalliol, Economic Development Executive Director in St. Joseph County, and the New Carlisle Station Study.

Bill Schalliol presented the New Carlisle Station Study including strengths and weaknesses, proposed station alternatives and opportunities, and the next steps involved moving forward.

Michael Noland asked the Board for approval to enter into an agreement with St. Joseph County to conduct a feasibility study of no more than one hundred thousand dollars (\$100,000). NICTD will cover 50% of the costs with the remainder of the funding coming from St. Joseph County. Mark Catanzarite made a motion to grant the President the authority to enter into an agreement with St. Joseph County to conduct a feasibility study of no more than one hundred thousand dollars (\$100,000.) Motion seconded by Andrew Kostielney; motion passed unanimously.

### **PROCUREMENT RECOMMENDATIONS (Purchasing Packet Attached)**

Tony Siegmund, NICTD's Purchasing Manager, presented two bid recommendations to the board. The purchasing items were listed in the Recommendations that follow and the Board's vote was requested at the end of each Recommendation.

The first item was a competitive bid for a Track Stabilizer. The Staff recommends that Delta Railroad Construction of Ashtabula, OH, be awarded the Contract for a refurbished Track Stabilizer in the amount of Five Hundred Forty Six Thousand, Four Hundred Seventy Five

Dollars and 00/100 (\$546,475.00.) The Staff requested that the Board grant the President the authority to issue the Notice to Proceed for the Track Stabilizer at his discretion. Upon a motion by Christine Cid, seconded by Mark Catanzarite, the board unanimously approved the procurement recommendation for a new track stabilizer.

The second item was a bid for a pantograph rebuild. The Staff requested that the Board grant the President the authority to enter into a Contract for an amount of One Million, Ninety Nine Thousand, One Hundred Fifty Two Dollars and 00/100 (\$1,099,152.00) with Schunk Carbon Technology, LLC of Menomonee Falls, Wisconsin for Rebuilt Pantographs. Upon a motion by Dan Whitten, seconded by Mark Yagelski, the board unanimously approved the procurement recommendation for a pantograph rebuild.

## **PRESIDENT'S REPORT**

### **Double Track NWI and West Lake Corridor Project Update.**

Mr. Noland provided an update on both the Double Track NWI and West Lake Corridor Projects. For Double Track, now that the NIPSCO/CSS/NIPSCO agreement has been completed, NICTD will work to complete the environmental work necessary to finish project development. NICTD will also work to complete the Double Track financial plan with the RDA and IFA. For West Lake, now that the Governance Agreement has been approved, NICTD plans to submit the project to the federal government in September for rating assuming the state budget committee approves our plan in August.

### **South Bend Realignment Update.**

Mr. Noland advised the Board of the current status of the South Bend Realignment Project. The South Bend Realignment consists of moving NICTD's existing line to the west side of the airport terminal to attain a 90-minute travel time goal. The City of South Bend requested that NICTD suspend its study to allow the City time to explore other alignment options that may be acceptable to the City and NICTD. The City of South Bend hired AECOM to perform these studies. NICTD anticipates on bringing proposal to the Board in the future.

## **TICKET SALES, ADVERTISING, AND MARKETING REPORT**

Nicole Barker, Director of Capital Investment & Implementation, presented the **Ticket Sales, Advertising and Marketing Report.**

Ms. Barker announced this is the first time ever NICTD has reached over 60% of tickets being purchased digitally. Ms. Barker shared some of the marketing, banner ads, and videos Group 7even created.

Ms. Barker summarized upcoming events including Teachers Ride Free program, Lollapooza, Chicago Air & Water Show, Jazz Fest, Notre Dame, Cubs, Sox, and Bears Games.

In regards to advertising, Ms. Barker shared the Millennium Station Analysis being conducted to create a more passenger-friendly station area.

Michael Noland provided a short description of the Whiting Bike Ride event that took place with emphasis on bike program growth on the South Shore Line.

### **Ridership Survey-Blackstone Group**

Michael Noland introduced the onboard Ridership Survey conducted by Joanne Schroeder and the Blackstone Group team. A passenger survey is required by the federal government every 5 years. Schroeder summarized the survey findings in three main areas: demographics, travel patterns, and customer satisfaction. Some key points mentioned were 82% of riders surveyed would recommend the South Shore Line to others, however many are displeased with the Wi-Fi service. Mr. Repay recommended that NICTD look into improving a portion of the Wi-Fi along the corridor at a time. 19% of riders reported they currently utilize the mobile app for ticket purchases which was unavailable in 2013. On average passenger household annual income has risen \$6,000 since 2013. Noland mentioned the Ridership Survey contains a lot of useful information that will be utilized for a long-time to come. The Ridership Survey is now available on the South Shore Line website.

### **OPERATIONS REPORT**

Kelly Wenger, NICTD Grant Administrator, explained trends in **Ridership** from 2018 in comparison to 2017. She explained that overall ridership through June is down 1.6% in 2018, and she noted that average weekend ridership over that period is only down by 0.3%.

Bill O'Dea, Chief Operating Officer, commented on **On-Time Performance**. Mr. O'Dea explained some challenges due to weather this winter. He discussed the range of delays through February 2018 and indicated that of those trains that are delayed, 50% are in the 5-10 minute (short duration) range and over half of those affected are non-rush hour trains.

Mr. O'Dea announced that with the help of many colleagues, NICTD has made significant progress with the South Bend Fire Training Car. NICTD hopes on August 7<sup>th</sup> we can transfer the car to South Bend and onto the training facility. Michael Noland added that it is important for first responders to understand South Shore passenger cars in case of a tragic accident in how to evacuate in any situation.

Vic Babin, Chief Engineering Officer, reported the current status of **Positive Train Control (PTC.)** Testing began April 14, 2018.

Greg Yovich, Chief Mechanical Officer, spoke about the train car fleet, explaining the Mid-life and End-life programs. He explained that over the next five years, various elements will be rebuilt including the brake system, propulsion system, pantographs, seating, floors, windows, intercom/PA systems, lighting, camera/DVR systems, door systems, toilet systems, and HVAC systems.

**OTHER BUSINESS**

Michael Noland recognized Kevin Kelly on Walsh and Kelly's National Safety Award.

**ADJOURNMENT**

The next meeting is scheduled for September 28, 2018. Mark Catanzarite made a motion to adjourn. The motion was seconded by Christine Cid. The motion passed unanimously.

Respectfully submitted,

Mr. Yagelski, Board Secretary

A handwritten signature in blue ink, appearing to read 'M. Yagelski', is written below the typed name.

# PROCUREMENT RECOMMENDATIONS

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## **For Bids:**

### **Engineering**

- **Track Stabilizer**

## **Sole Source:**

### **Mechanical**

- **Pantograph Rebuild**



**RECOMMENDATION**  
**Track Department**  
**Track Stabilizer**  
July 20, 2018

**A. SCOPE**

The Track Department has requested bids to rebuild the District's Track Stabilizer. A Track Stabilizer is a specialized piece of equipment that stabilizes the track in disturbed areas so that slow speed restrictions can be removed promptly. The current Track Stabilizer is 18 years old and is in need of an upgraded computer system and other working components. Bids were solicited and a public bid opening was held at the Dune Park Offices on Friday, July 13, 2018.

**B. ADMINISTRATIVE REVIEW**

**1. Legal Notifications**

The request for the Track Stabilizer was advertised throughout the region and nationally. The legal advertisements were placed in the following publications:

News Dispatch - Michigan City, Indiana  
The Times - Hammond, Indiana  
Chesterton Tribune - Chesterton, Indiana  
Gary Crusader - Gary, Indiana  
South Bend Tribune - South Bend, Indiana  
NICTD Plan Room

**2. Bid Review**

A total of three (3) packets were requested for the Track Stabilizer prior to the bid opening. The request resulted in the receipt of two (2) bids.

**3. DBE and Required Forms**

The bids were evaluated for responsiveness to determine if they could be accepted for further review.

The firms correctly submitted the required forms and were found to be within the guidelines set forth by the Federal Transit Administration (FTA).

Bidder	Form 95	Eligible Bidder	Lower Tier	DBE %	Non-Discrim.	Rest. Lobby	Drug Free	Buy America	Cert. of Qual.	Illegal Act.	Iran Invest.	Addendums
Delta Railroad Construction Ashtabula, OH	X	X	X	19.4%	X	X	X	X	X	X	X	X
Harsco West Colombia, SC	X	X	X	0.0%	X	X	X	X	X	X	X	X

**C. ENGINEERING REVIEW & PRICE ANALYSIS**

The bids were evaluated for responsiveness to the technical specifications. The low bidder was responsive and met the technical specifications. The second bidder did provide exclusions to the technical specifications.

The lowest and most responsive bid for the Track Stabilizer is \$546,475. This is 36.6% (\$146,475) more than the engineer’s estimate of \$400,000. The District did review the bids to determine the differential between engineer’s estimate and the bids. It was discovered that bid specifications required items that were not accounted for in the engineer’s estimate. These items included 2 – round trip deliveries, crane service to load/unload machine (2 mobilizations), complete hydraulic hose replacement, cab refurbishment, on-site commissioning and additional 1-year warranty coverage. These items are required and the price differential is appropriate.

Delta Railroad Construction’s DBE amount is 19.4% (\$105,768). They identified a DBE firm that could provide the upgraded computer system and are getting them certified as a DBE in Indiana.

Bidder	Track Stabilizer
Delta Railroad Construction Ashtabula, OH	\$546,475.00
Harsco West Colombia, SC	\$548,420.00

**D. DELIVERY**

Delta Railroad Construction can meet the District’s delivery schedule of March 2019.

**E. RECOMMENDATION**

The Staff recommends that Delta Railroad Construction of Ashtabula, OH, be awarded the Contract for a refurbished Track Stabilizer in the amount of Five Hundred Forty Six Thousand, Four Hundred Seventy Five Dollars 00/100 (\$546,475.00).

The Staff is requesting that the Board grant the President the authority to issue the Notice to Proceed for the Track Stabilizer at his discretion.

**RECOMMENDATION**  
**Mechanical**  
**Pantograph Rebuild**  
**July 20, 2018**

**SOLE SOURCE RECOMMENDATION:**

The District is in need of rebuilding the pantograph assemblies on the single level cars. These assemblies are reaching 18 years of age and have not gone through a complete rebuild. The pantograph is an apparatus mounted on the roof of the train car that collects power through contact with the overhead catenary wire. This work will be part of the Mid-life and End of Life projects for these cars.

Schunk is the original equipment manufacturer (OEM) of the pantographs and, due to the proprietary design, are the only producers of this equipment. The District has negotiated a schedule and scope of work to thoroughly rebuild each pantograph and bring back to like new condition.

The completion of this rebuild will take approximately 5 years, as 2 pantographs will be sent out for refurbishment at a time. The district did a trial purchase order for the described scope of work and the results were successful.

Item:	Quantity	Price	Total
Pantograph Rebuilt Assembly	144	\$ 7,498	\$ 1,079,712
Improved Pivot Assembly	144	\$ 135	\$ 19,440
			\$ 1,099,152

The district has reviewed the proposed pricing by Schunk and has determined this pricing to be fair and reasonable based on previous orders of new pantographs.

The Staff is requesting the Board grant the President the authority to enter into a Contract for an amount of One Million, Ninety Nine Thousand, One Hundred Fifty Two Dollars and 00/100 (\$1,099,152.00) with Schunk Carbon Technology, LLC of Menomonee Falls, Wisconsin for Rebuilt Pantographs.



## MINUTES OF EXECUTIVE SESSION

July 20, 2018

An Executive Session was held by the Board on March 23, 2018 at the NICTD offices at 33 East Highway 12, Chesterton, Indiana. The following Board members were present:

Michael Repay  
Dan Whitten  
Mark Yagelski

Jim Biggs  
Andrew Kostielney  
David Prancus

Mark Catanzarite  
Connie Gramarossa

Pursuant to the Notice of the Executive Session as posted and disclosed pursuant to Indiana law, the Board discussed the following:

1. Collective bargaining.
2. Initiation of litigation or litigation that is either pending or has been threatened specifically in writing. As used in this clause, "litigation" includes any judicial action or administrative law proceeding under federal or state law.
3. The implementation of security systems.
4. The purchase or lease of real property by the governing body up to the time a contract or option to purchase or lease is executed by the parties.
5. School consolidation.

The governing body by approving these minutes certifies that no subject matter was discussed in the Executive Session other than the subject matter contained in the public notice and referred to above.

These Minutes dated the 20th day of July, 2018.

Respectfully submitted,

  
Mark Yagelski, Secretary

APPROVED:

  
Michael Repay, Chairman