



**NORTHERN INDIANA COMMUTER TRANSPORTATION DISTRICT
BOARD MEETING**

July 20, 2020

US: +1 312 626 6799

Webinar ID: 912 6357 5174

Held Online Due to COVID-19 Pandemic

Public Session – 10:30 a.m. (CST)

BOARD MEMBERS PRESENT:

Joe McGuinness
Jeff Good

Andrew Kostielney
Jim Arnold

Jerome Prince

STAFF PARTICIPANTS:

Michael Noland
Chuck Lukmann, Esq.
Steve Plesha
Nicole Barker

Tony Siegmund
Jessie Watts
Bill O'Dea
Kelly Wenger

Justice Anderson
Vic Babin
Derrick Wright

CALL TO ORDER

Mr. McGuinness called the meeting to order. Chuck Lukmann, NICTD's General Counsel, requested a roll call. Joe McGuinness, Andrew Kostielney, Jerome Prince, Jeff Good, and Jim Arnold were present.

BOARD MEETING MINUTES

Mr. Lukmann informed the Board that the Board Meeting Minutes of May 18, 2020 were before it for its consideration. Mr. Good made a motion to approve the board meeting minutes of May 18, 2020, Mr. Arnold seconded, and on roll call vote, the motion passed unanimously.

RESOLUTION 20-09 AUTHORIZING THE EXECUTION OF A DESIGN-BUILD CONTRACT FOR THE WEST LAKE CORRIDOR PROJECT

Mr. Lukmann introduced and discussed the terms of Resolution 20-09, Authorizing the Execution of a Design-Build Contract for the West Lake Corridor Project. On January 27, 2020, the Board adopted Resolution No. 20-04, accepting the Proposal submitted by F.H. Paschen / Ragnar Benson Joint Venture as the lowest adjusted price providing the best value to the taxpayers, and authorized its President, Michael Noland, to take all necessary actions under applicable law, including final contract negotiations. NICTD's President, Michael Noland, has negotiated a form of final contract as directed by this Board in its Resolution No. 20-04 resulting in the Contract entitled "Design-Build Contract for Design-Build Services between Northern Indiana Commuter Transportation District and F.H. Paschen / Ragnar Benson JV" in the amount of Five Hundred and Fifty-Four Million Nine Hundred and Forty Thousand Five Hundred and Twenty-One Dollars (\$554,940,521). Mr. Lukmann noted that a Notice to Proceed will not be issued until a Full-Funded Grant Agreement is signed and approved by the Federal Transit Administration (FTA).

Mr. Good made a motion to approve Resolution 20-09, seconded by Mr. Arnold, and on roll call vote, the motion passed unanimously.

RESOLUTION 20-10 AUTHORIZING THE PURCHASE OF REAL ESTATE AND APPOINTING APPRAISERS TO APPRAISE FAIR MARKET VALUE

Mr. Lukmann introduced and discussed the terms of Resolution 20-10, Authorizing the Purchase of Real Estate and Appointing Appraisers to Appraise Fair Market Value. NICTD was interested in purchasing the real estate currently owned by Moore Association of Michigan City, LLC. This property is located at 701 N Roeske in Michigan City that connects NICTD's shops. Pursuant to Indiana law, Vince Associates, LLC, and Valuation Services, LLC have been appointed to appraise the fair market value of the above-referenced real estate and to return their separate appraisals to the District within fifteen (15) days after the date of this Resolution.

Mr. Good made a motion to approve Resolution 20-10, seconded by Mr. Arnold and on roll call vote, the motion passed unanimously.

RESOLUTION 20-11 AUTHORIZING THE PROCUREMENT OF BACK OFFICE SERVERS FOR THE SOUTH SHORE LINE AND WEST LAKE CORRIDOR PROJECT FROM A SOLE SOURCE

Mr. Lukmann introduced and discussed the terms of Resolution 20-11, Authorizing the Procurement of Back Office Servers for the South Shore Line and West Lake Corridor Project from a Sole Source. As part of the design-build process, proposers were required to deliver and install PTC Systems for the West Lake Corridor Project, which are compatible with the South Shore Line's existing PTC and CAD and too propose and perform modifications to the existing Wabtec BOS and CAD to add the West Lake Corridor and incorporate the changes to the South Shore Line in Hammond as part of that Project. RailComm has been identified by the design-build best value proposer, F.H. Paschen Ragnar Benson JV, as the provider which is capable of supplying a new CAD, and BOS for the West Lake Corridor Project that will (1) prove compatible with the South Shore Line's PTC system; (2) remedy the existing significant deficiencies in the Wabtec BOS and CAD; and (3) result in significant cost savings to the District.

Mr. McGuinness made a motion to approve Resolution 20-11 and to authorize the President to negotiate the contract with RailComm for the South Shore and West Lake Corridor Project as a sole source provider based upon the facts enumerated by Mr. Lukmann. Motion seconded by Mr. Good and on roll call vote, the motion passed unanimously.

PRESIDENT'S REPORT

Double Track NWI Update

NICTD completed 60% engineering design. 60% designs have been shared with many community partners to show station design, parking design, ingress, egress, landscaping, etc.

NICTD had previously scheduled three public sessions for June 9, 10 and 11 to focus on station and parking designs for the Double Track Project. Due to COVID-19, the South Shore Line

cancelled the three in-person meetings and instead held an online Virtual Public Open House on Wednesday, June 10, 2020 with hundreds of attendees. The online format allowed people to view the latest station, parking plans, and hear project engineers, architects, and other experts answer questions. The video recording and presentation of the meeting is available on the Double Track website.

NICTD anticipates 90% design will be completed in late August. Once 90% designs are received, NICTD will request a project rating from the FTA. Beginning in 2021, NICTD will have plan sets to bid on for contractors. NICTD's goal is to have bids from contractors when NICTD anticipates receiving a Full Funding Grant Agreement in June, 2020.

Mr. Noland noted that a virtual vendor open house will be held on August 19th from 10am-11:30am to discuss upcoming contract opportunities, navigational tips on how to find and respond to these opportunities on NICTD's website and how to comply with NICTD's DBE goals, and to meet the District's management team. The District will discuss the Double Track Northwest Indiana project, in addition to upcoming South Shore Line capital projects.

NICTD continues to work on engineering plans, community issues, permitting process up, and real estate property acquisition for the project.

Mayor Prince expressed desire to the Board to obtain a parking garage in Gary with future development that would be conducive to the area. Mr. Noland and Mayor Prince have a meeting scheduled later to discuss further.

West Lake Corridor Project Update

Mr. Noland gave a brief update on the West Lake Corridor Project. The Notice to Proceed to F.H. Paschen / Ragnar Benson and the RailComm Agreement are two key elements for the West Lake Corridor Project.

Recently, the White House tweeted and announced that the West Lake Corridor Project would be awarded an advance \$100 million (\$1,000,000.00) grant on the project. The FTA and administration have shown their support in the project. Governor Holcomb tweeted a positive response in addition to that tweet. With this information, F.H. Paschen-Ragnar Benson started to proceed with design work at risk. NICTD hopes to receive a Full Funding Grant Agreement in (FFGA) late September-early October and then issue a Notice to Proceed for the construction contract.

NICTD continues to work through property acquisition.

COVID-19 Operations/Status

Mr. Noland gave a brief update on COVID-19. Throughout the COVID-19 pandemic, South Shore Line (SSL) has invested a tremendous amount of time and resources into taking enhanced precautions and implementing new procedures for the health and safety of passengers, as well as NICTD employees. As Chicago begins to open and more commuters and leisure riders return to the train, the SSL intends to further the safety measures taken through its Sanitized for Rider Safety program, a comprehensive cleaning and health and safety program. NICTD staff will continue to meet bi-weekly to review the program effectiveness and make adjustments when necessary.

Bill O'Dea, Chief Operating Officer, introduced Derrick Wright, who is set to fill Mr. O'Dea's position as his is set to retire in August.

Mr Wright informed the board that an additional 10 car cleaners, 2 supervisors, were hired to supplement NICTD's current force in order to add mid-day cleanings in Chicago. Floor scrubbers and high-power deep steam-cleaners were purchased to help eradicate the build-up of dirt and other aspects on cars. NICTD continues to monitor and participate in national calls with other transit agencies around the country in order to implement the best cleaning practices in the industry. NICTD continues to look into various cleaning methods identified to kill viruses, this includes UV lighting.

Mr. Wright emphasized the significance of the day crew. NICTD day cleaners are hopping on the train immediately after passengers disembark at Millennium Station to clean and sanitize. Supervisors are riding trains, talking to passengers, and getting tons of positive feedback.

Mr. Noland added that NICTD has placed hand-sanitizing stations at each station and on all train cars.

In addition, the SSL continues to require its riders to wear masks at stations and on cars, practice social distancing when possible, and take advantage of sanitization stations in each car. For those riders who choose not to wear a mask, we are offering a "mask-optional" car. In conjunction, NICTD purchased a supply of disposable masks for passengers who may have forgotten one, cannot afford one, etc. If a passenger chooses to not wear a mask after being offered one, they are asked to sit in the mask-optional car. Passengers with medical conditions and children are not required to wear masks.

TICKET SALES, ADVERTISING, AND MARKETING REPORT

Nicole Barker, NICTD Director of Capital Investment & Implementation, presented the **Ticket Sales, Advertising and Marketing Report**. Due to COVID-19 and the decline in Ridership, this presentation is quite different from what is usually shown. Ms. Barker discussed the changes in ticket sales.

Ms. Barker touched on Sanitized for Rider Safety, developed by Group 7even, in response to COVID and rider safety.

To show continued appreciation and understanding of ongoing impacts from COVID-19, the South Shore Line announced that all monthly tickets purchased for the month of July would remain valid until August 31, 2020. The South Shore Line has also offered free westbound rides on all trains starting July 1, 2020, through August 31, 2020. The free westbound rides apply to all South Shore Line stations.

Mr. Noland added that NICTD is receiving a lower revenue by discounting passes. The discounts are designed to entice riders back to the system so they can observe the steps we are taking to ensure passengers can safely ride the South Shore Line.

OPERATIONS REPORT

Kelly Wenger, NICTD Grant Administrator, summarized **Ridership**. Ms. Wenger provided changes from month-to-month in ridership during the pandemic. Ridership continues to increase slowly each month. NICTD's service is still crucial for employees that need to get into Chicago for work.

Italy did a survey on commuter ridership showing that passenger safety is crucial to increase ridership, but without a vaccine or cure a large portion of riders are not comfortable taking public transportation.

In early July, NICTD stopped service for a couple days and discontinued late evenings due to riots and passenger safety.

Ms. Wenger also provided numbers to assess the Bikes on Trains program.

Mr. Noland added that NICTD is running at about 15-20% of their normal Ridership.

Derrick Wright, NICTD Chief Operating Officer, commented on **On-Time Performance**. Mr. Wright discussed the changes in comparison to the previous year. NICTD's partnerships have seen significant improvements.

Victor Babin, NICTD Chief Engineering Officer, reported on the status of **Positive Train Control (PTC)**. In December 2018, NICTD started Revenue Service Demonstration. Shortly thereafter NICTD started Extended Service Revenue Service Demonstration. As part of the Federal Railroad Administration's (FRA) programming, NICTD has gathered extensive data and experience on its PTC system. NICTD is federated with all the railroads in the IETMS Federation.

NICTD is fully Interoperable with Norfolk Southern (NS) and Canadian Railway (CN) for our tenants, Chicago South Shore & SB Railroad (CSS&SB).

NICTD will complete Metra interoperability testing in August after the next software upgrade.

The Talon® PTC Configuration Management (CM) system has been updated and is fully compliant with the FRA CM requirements. The Talon® Help Desk electronic ticketing system for tracking trouble tickets to resolution will be on-line in September.

NICTD submitted the PTC Safety Plan to the FRA on June 23. Based on FRA review processes for other railroad services, NICTD anticipates approval in October. After NICTD obtains certification, NICTD will be in Full Service Operation.

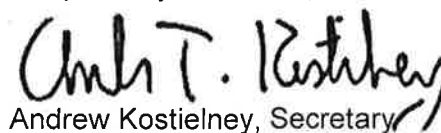
OTHER BUSINESS

Mr. Noland expressed gratitude to Bill O'Dea for his dedication to operations and service in the last few decades of service in the railroad.

ADJOURNMENT

The next Board Meeting is scheduled for September 28. Mr. Good made a motion to adjourn. The motion was seconded by Mr. Arnold and upon roll call vote, motion passed unanimously.

Respectfully submitted,


Andrew Kostielney, Secretary



MINUTES OF EXECUTIVE SESSION

July 20, 2020

An Executive Session was held by the Board on July 20, 2020 held online due to COVID-19 Pandemic. The following Board members were present:

Jeff Good
Jerome Prince

Joe McGuiness
Andrew Kostielney

Jim Arnold

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

1. Initiation of litigation, pending litigation, and litigation that has been threatened specifically in writing pursuant to I.C. § 5-14-1.5-6.1(b)(2)(B);
2. Collective bargaining pursuant to I.C. § 5-14-1.5-6.1(b)(2)(A);
3. 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 pursuant to I.C. § 5-14-1.5-6.1(b)(2)(D); and
4. To discuss a job performance evaluation of individual employees pursuant to I.C. § 5-14-1.5-6.1(b)(9)

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.

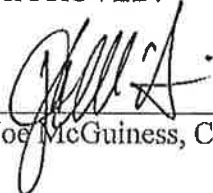
These Minutes dated the 20th day of July 2020.

Respectfully submitted,



Andrew Kostielney, Secretary

APPROVED:



Joe McGuiness, Chairman