



**NORTHERN INDIANA COMMUTER TRANSPORTATION DISTRICT
BOARD MEETING**

November 30, 2020

US: +1 312 626 6799

Webinar ID: 960 2351 3016

Held Online Due to COVID-19 Pandemic

Public Session – 10:30 a.m. (CST)

BOARD MEMBERS PRESENT:

Andrew Kostielney

Jerome Prince

Jim Arnold

STAFF PARTICIPANTS:

Michael Noland

Chuck Lukmann, Esq.

Steve Plesha

Tony Siegmund

Nicole Barker

Derrick Wright

Justice Anderson

Vic Babin

Kelly Wenger

CALL TO ORDER

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

Due to Mr. McGuinness' absence, Mr. Arnold served as chair of the meeting with Mr. Kostielney and Mr. Prince's consent.

BOARD MEETING MINUTES

Mr. Arnold requested a motion to approve the Board Meeting Minutes of September 28, 2020. Mr. Kostielney made a motion to approve the board meeting minutes of September 28, 2020, Mr. Prince seconded, and on roll call vote, the motion passed unanimously.

Mr. Arnold requested a motion to approve the Board Meeting Minutes of November 2, 2020. Mr. Kostielney made a motion to approve the board meeting minutes of November 2, 2020, Mr. Prince seconded, and on roll call vote, the motion passed unanimously.

PURCHASING (Procurement Recommendation Packet Attached)

Tony Siegmund, NICTD's Purchasing Manager, presented three bid recommendations to the Board. The purchasing items are listed in the recommendations that follow and the Board's vote was requested at the end of the recommendation.

The first item was a bid for Double Track Demolition. NICTD requested bids for the Double Track Demolition Project. This project contained two packages: Contract 1 and Contract 2. NICTD recommended that Green Demolition Contractors, Inc. be awarded the Contract for the Double Track Demolition Project – Contract 1 in the amount of One Million, Seven Hundred Nine Thousand, Seven Hundred Twelve Dollars and 00/100 (\$1,709,712.00), and that that

Green Demolition Contractors, Inc. be awarded the Contract for the Double Track Demolition Project – Contract 2 in the amount of Eight Hundred Ninety-Eight Thousand, One Hundred Sixty-Five Dollars and 00/100 (\$898,165.00). The Staff requested that the Board grant the President the authority to issue the Notice to Proceed for the Double Track Demolition Project – Contracts 1 and 2 at his discretion. Mr. Kostielney made a motion to grant authority to the NICTD President to issue a Notice to Proceed for Double Track Demolition-Contracts 1 and 2 at his discretion, seconded by Mr. Prince, and on roll call vote, the motion passed unanimously.

The second item was a bid for Panelized Turnouts. NICTD requested bids for Panelized Turnouts as an advanced procurement for the Double Track Project. The Staff recommended that Voestalpine Railway Systems Nortrak, Inc. of Laramie, Wyoming be awarded the Contract for Panelized Turnouts in the amount of One Million, One Hundred Ninety Thousand, Four Hundred Thirty-Four Dollars and 00/100 (\$1,190,434.00). requesting that the Board grant the President the authority to issue the Notice to Proceed for Panelized Turnouts at his discretion. Mr. Kostielney made a motion to grant authority to the President to issue a Notice to Proceed for Panelize Turnouts, seconded by Mr. Prince, and on roll call vote, the motion passed unanimously.

The third item was a sole source recommendation for the overhaul of 14 VV120-T Air Supply Units. The District needs to maintain the current fleet of commuter cars and part of this work is to overhaul the air supply units as required by the Federal Railroad Administration (FRA). Knorr Brake Company is the original equipment manufacturer (OEM) for the VV102-T Air Supply Unit (ASU) and a sole source vendor due to the nature of this equipment. NICTD staff recommended that Knorr Brake Company of Westminster, Maryland be awarded the Contract for the overhaul of 14 VV120-T Air Supply Units in the amount of Two Hundred Seventy-Six Thousand, Eight Hundred Fifty-Five Dollars and 79/100 (\$276,855.79). The Staff is requested that the Board grant the President the authority to issue the Notice to Proceed for the overhaul of 14 VV120-T Air Supply Units at his discretion. Mr. Kostielney made a motion to grant authority to the President to issue a Notice to Proceed for the overhaul of 14 VV120-T Air Supply Units, seconded by Mr. Prince, and on roll call vote, the motion passed unanimously.

PRESIDENT'S REPORT

Double Track NWI Update

Mr. Noland gave a brief update on the Double Track Project. NICTD has completed the FTA's Technical Review portion of the Full Funding Grant Agreement process. The Double Track Risk Workshop received very positive feedback with minimal changes. The FTA reviewed NICTD's final documents before submission. The FFGA is in the review process. NICTD hopes to receive a FFGA in early 2021. NICTD is actively pursuing Real Estate with property acquisition for the project in preparation for construction. Anticipating that NICTD will receive a FFGA, construction will start early summer 2021.

NICTD continues to work on real estate, preparation for construction, contract bids, and utility agreements.

West Lake Corridor Project Update

Mr. Noland gave a brief update on the West Lake Corridor Project. A Notice to Proceed was issued to F.H. Paschen / Ragnar Benson, the design-builder, once the FFGA was received. West Lake design work continues to proceed and NICTD expects F.H. Paschen / Ragnar Benson F.H will be ready to start construction in summer 2021.

COVID-19 Operations/Status

In an earlier meeting, NICTD discussed the lack of guidance to enforce masks onboard trains. In accordance with a State of Indiana Executive Order mandating the usage of masks effective November 15, 2020. All businesses in the state are required to enforce the mask mandate, or face possible closure. NICTD strictly enforces the mask mandate at all stations and trains. Passengers who do not comply with the order are subject to removal from the trains. In accordance with the revised executive order and the new enforcement provisions, NICTD discontinued the use of the "mask noncompliance" car. If a passenger is in need of a mask, NICTD will continue to provide masks free of charge. Additional cars are available on each train to take into account passenger safety and social distancing. NICTD continues to review the Sanitized for rider Safety program to make NICTD's service even safer.

TICKET SALES, ADVERTISING, AND MARKETING REPORT

Nicole Barker, NICTD Director of Capital Investment & Implementation, presented the **Ticket Sales, Advertising and Marketing Report**. Ms. Barker discussed the changes in ticket sales. NICTD is down about 68% in ticket sales compared to last year.

The South Shore Line has also modified its existing free ride promotion to feature WEEKEND WESTBOUND TRAINS only. The free westbound weekend rides apply to all South Shore Line stations. In addition, all monthly tickets purchased for the month of November will remain valid throughout December 2020.

Ms. Barker touched on a few updated and ads Group7even developed. The south Shore Line website was recently updated to be more efficient, user-friendly, and add more energized images. In addition, NICTD will be receiving new ticket vending machines in the future. NICTD took the opportunity to have Group7even update tickets with the South Shore Line brand to ensure marketing is consistent across all platforms. The previous tickets had the NICTD brand.

OPERATIONS REPORT

Kelly Wenger, NICTD grant Administrator, summarized **Ridership**. Ms. Wenger provided changes from month-to-month in ridership during the pandemic compared to last year. Ridership continues to increase slowly each month since the low point during March and April of 2020. Overall, transportation lines across the country are experiencing similar ridership losses. On October 16, Illinois issued a travel ban for Indiana. NICTD lost approximately 200 riders a day. NICTD expects to see a slight drop due to the travel ban and colder months.

Derrick Wright, NICTD Chief Operating Officer, commented on **On-Time Performance**. Mr. Wright discussed the changes in comparison to the previous year. NICTD's on-time performance continues to improve. NICTD's partnerships with the railroads that we intersect have seen

significant improvements in comparison to last year. NICTD is also more experienced in PTC causing those delays to decrease.

Victor Babin, NICTD Chief Engineering Officer, reported on the status of **Positive Train Control (PTC)**. All trains are operating in Extended Revenue Service Demonstration as we await FRA approval of PTC Safety Plan submitted June 23, 2020.

Interoperability testing on METRA Electric District and CN (Kensington Interlocking) was completed successfully. NICTD is now waiting for METRA's invitation for Extended Revenue Service Demonstration.

Latest locomotive software revisions are fully deployed on all operational EMU's and have resolved issues associated with wheel slip.

Maintenance and Operations training continues on an as-needed basis.

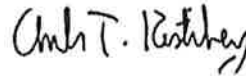
OTHER BUSINESS

Julie O'Connor requested contact information for the project hotlines. Mr. Noland provided contact information for both West Lake and Double Track. This information can be found on the South Shore Line website at www.mysouthshoreline.com.

ADJOURNMENT

Mr. Arnold adjourned the meeting and announced that the next Board Meeting is scheduled for January 25, 2021.

Respectfully submitted,



Andrew Kostielney, Secretary



PROCUREMENT RECOMMENDATIONS

Engineering Department

- **Double Track Demolition**
- **Turnouts**

Sole Source

- **ASU Overhaul**

RECOMMENDATION
Engineering Department
Double Track Demolition Projects
November 30, 2020

A. SCOPE

The Engineering Department has requested bids for the Double Track Demolition Project. This project contained two packages: Contract 1 and Contract 2. Bids were solicited and a public bid opening was held on November 19, 2020 at 2:30 p.m.

B. ADMINISTRATIVE REVIEW

1. Legal Notifications

The request for the Double Track Demolition Project 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 - Website

2. Bid Review

A total of seventy-two (72) packets were requested for the Double Track Demolition Project prior to the bid opening. The request resulted in the receipt of three (3) bids for the Contract 1 Package and three (3) bids for the Contract 2 Package.

3. DBE & Required Forms

The bids were evaluated for responsiveness to determine if they could be accepted for further review. It was determined that two of the three firms submitted all the necessary forms and were approved by the appropriate NICTD staff. All forms submitted by these two firms were correct and found to be within the guidelines set forth by the Federal Transit Administration (FTA). The remaining firm failed to submit all the necessary forms and was not deemed responsive by NICTD staff.

Bidder	Eligible Bidder	Lower Tier	DBE %	Non-Discrimination	Rest. Lobby	Drug Free	Cert. of Integrity	Illegal Act.	Iran Invst.	Form 96	SSI	No Exception
Green Demolition Contractors, Inc. Chicago, Illinois	X	X	23 %	X	X	X	X	X	X	X	X	X
Actin Contracting, LLC East Chicago, Indiana	X	X	20 %	X	X	X	X	X	X	X	X	X
CNB Construction Griffith, Indiana	-	-	-	-	-	-	-	-	-	-	-	-

C. ENGINEERING REVIEW & PRICE ANALYSIS

The bids were evaluated for responsiveness to the technical specifications. Two bidders were deemed responsive and met the technical specifications.

Contract 1 Package – 7 Commercial Buildings, 24 Houses/Buildings, 11 Outbuildings

The lowest and most responsive bid for the Double Track Demolition Project – Contract 1 Package is \$1,709,712.00. This is 8.81% (\$165,250.00) less than the engineer’s estimate of \$1,874,962.00. Green Demolition Contractors, Inc.’s DBE amount is 23% (\$393,233.76).

BIDDERS – CONTRACT 1	AMOUNT
Green Demolition Contractors, Inc. Chicago, Illinois	\$1,709,712.00
Actin Contracting, LLC East Chicago, Indiana	\$2,081,077.75

Contract 2 Package – 28 Houses/Buildings, 23 Outbuildings

The lowest and most responsive bid for the Double Track Demolition Project – Contract 2 Package is \$898,165.00. This is 0.21% (\$1,750.00) more than the engineer’s estimate of \$846,415.00. Green Demolition Contractors, Inc.’s DBE amount is 23% (\$206,577.95).

BIDDERS – CONTRACT 2	AMOUNT
Green Demolition Contractors, Inc. Chicago, Illinois	\$898,165.00
Actin Contracting, LLC East Chicago, Indiana	\$1,217,740.02

D. DELIVERY

Green Demolition Contractors, Inc. can meet the District’s completion schedule of September 2021.

E. RECOMMENDATION

Contract 1 Package

The Staff recommends that Green Demolition Contractors, Inc., of Chicago, Illinois be awarded the Contract for the Double Track Demolition Project – Contract 1 in the amount of One Million, Seven Hundred Nine Thousand, Seven Hundred Twelve Dollars and ⁰⁰/₁₀₀ (\$1,709,712.00).

Contract 2 Package

The Staff recommends that Green Demolition Contractors, Inc., of Chicago, Illinois be awarded the Contract for the Double Track Demolition Project – Contract 2 in the amount of Eight Hundred Ninety Eight Thousand, One Hundred Sixty Five Dollars and ⁰⁰/₁₀₀ (\$898,165.00).

The Staff is requesting that the Board grant the President the authority to issue the Notice to Proceed for the Double Track Demolition Project – Contracts 1 and 2 at his discretion.

Progress Rail Services Corporation Marshall, Alabama	X	X	20%	X	X	X	X	X	X	X	X
---	---	---	-----	---	---	---	---	---	---	---	---

H. ENGINEERING REVIEW & PRICE ANALYSIS

The Bids were evaluated for responsiveness to the technical specifications. Both bidders were responsive and met the technical specifications.

The lowest and most responsive bid for Panelized Turnouts is \$1,190,434.00. This is 13.74% (\$189,566.00) less than the engineer’s estimate of \$1,380,000.00.

Voestalpine Railway Systems Nortrak, Inc.’s DBE amount is 8.6% (\$102,299.67).

Description	Qty.	Voestalpine Unit Price	Voestalpine Total Cost	Qty.	Progress Rail Unit Cost	Progress Rail Total Cost
Shipping & Unloading	9	\$18,461.00	\$166,149.00	9	\$32,980.00	\$296,825.04
No. 20 Turnout RH	5	\$117,314.00	\$586,570.00	1	\$131,150.00	\$131,150.00
No. 20 Turnout LH	3	\$116,817.00	\$350,451.00	7	\$137,885.00	\$965,195.00
No. 10 Turnout LH (Hand Throw)	1	\$87,264.00	\$87,264.00	1	\$75,775.00	\$75,775.00
Project Total			\$1,190,434.00			\$1,468,945.04

I. DELIVERY

Voestalpine Railway Systems Nortrak, Inc. can meet the District’s delivery schedule for September 2021.

J. RECOMMENDATION

The Staff recommends that Voestalpine Railway Systems Nortrak, Inc. of Laramie, Wyoming be awarded the Contract for Panelized Turnouts in the amount of One Million, One Hundred Ninety Thousand, Four Hundred Thirty-Four Dollars and ⁰⁰/₁₀₀ (\$1,190,434.00).

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

RECOMMENDATION
MECHANICAL DEPARTMENT
OVERHAUL OF 14 AIR SUPPLY UNITS
SOLE SOURCE
November 30, 2020

RECOMMENDATION:

The District needs to maintain the current fleet of commuter cars and part of this work is to overhaul the air supply units as required by the Federal Railroad Administration (FRA). Knorr Brake Company is the original equipment manufacturer (OEM) for the VV102-T Air Supply Unit (ASU) and a sole source vendor due to the nature of this equipment. These ASU's are installed on all 14 of the District's 300 series bi-level railcars.

An Independent Cost Estimate (ICE) was performed and the cost for overhauling each unit is approximately \$20,000 per unit, thus making the total ICE for this overhaul project: \$280,000. The Knorr Brake Company quote received is: \$276,855.79 or 1.1% less than the ICE. Included in the proposed amount, was the option to purchase spare parts in the amount of: \$11,121.79. The District would like to accept this option to purchase these spare parts in order to have them available when needed. Taking into consideration the fact that the ICE quoted the manufacturer's previously invoiced costs, it would appear the quoted amount from Knorr Brake Company is fair and reasonable.

The Mechanical Department has been working with Knorr Brake Company on a formal quote and solidified a production slot for this overhaul in 2020-2021. The lead time executed would complete four units every four weeks.

Additionally, the District determined that if 14 new VV102-T ASU's were purchased, the cost would be would approximately \$800,000.

The Staff recommends that Knorr Brake Company of Westminster, Maryland be awarded the Contract for the overhaul of 14 VV120-T Air Supply Units in the amount of Two Hundred Seventy-Six Thousand, Eight Hundred Fifty-Five Dollars and ⁷⁹/₁₀₀ (\$276,855.79).

The Staff is requesting that the Board grant the President the authority to issue the Notice to Proceed for the overhaul of 14 VV120-T Air Supply Units at his discretion.



MINUTES OF EXECUTIVE SESSION
November 30, 2020

An Executive Session was held by the Board on November 30, 2020 held online due to COVID-19 Pandemic. The following Board members were present:

Jeff Good
Andrew Kostielney

Joe McGuiness

Jim Arnold

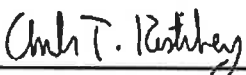
Pursuant to the Notice of the Executive Session as posted and disclosed pursuant to Indiana law, the Board discussed the following:

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

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 30th day of November 2020.

Respectfully submitted,



Andrew Kostielney, Secretary

APPROVED:



Joe McGuiness, Chairman