



**NORTHERN INDIANA COMMUTER TRANSPORTATION DISTRICT
BOARD MEETING**

May 18, 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

Jim Biggs
Andrew Kostielney
David Prancus

Mark Catanzarite
Connie Gramarossa

OTHERS PRESENT:

Steven Lyons - Passenger
Roy G. Benedict-Passenger
Julie O'Connor – CFWLCP
Joe Crnkovich – NICTD Retired
Ismail Attallah-AES Services, Inc.
Michael J. McGee-Rail Industry Specialist Inc.
Greg Price – Passenger
Timothy Whalen – AECOM

Gerald Williamson – Passenger
Paul F. Willer - Passenger
Karie Koehneke-Patrick Engineering, Inc.
Gary Fisk-DLZ
Junell O'Donnell-Walsh Construction
Felicia Kuschel-G7
Kristen Pixley-BLN
Tim Werner-CIORBA

STAFF PRESENT:

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

Amber Kettring
Jay Goodrich
Brianna Anderson
Nicole Barker
Justice Anderson
Victor Babin

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

CALL TO ORDER

Michael Repay called the meeting to order.

MEETING MINUTES

Mr. Repay requested approval of the minutes from the March 23, 2018 board meeting. Mark Catanzarite motioned to accept the Public Session and Executive Session Board minutes for March 23, 2018. The motion was seconded by Andrew Kostielney. The motion was approved unanimously.

PUBLIC COMMENT

No public comment.

PROCUREMENT RECOMMENDATIONS (Purchasing Packet Attached)

Tony Siegmund, NICTD's Purchasing Manager, presented four 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 new Tower Truck. The staff recommended that Custom Truck One Source of Kansas City, MO be awarded the Contract for a Tower Truck in the amount of Two Hundred Forty-Three Thousand, Six Hundred Ninety-Four Dollars 00/100 (\$243,694.00). Upon a motion by Dan Whitten, seconded by Jim Biggs, the board unanimously approved the procurement recommendation for a new Tower Truck.

The second item was a bid for contractors to perform improvements at the Gary Metro Station. The staff recommended that Gariup Construction Company of Gary, IN, be awarded the Contract for the Gary Metro Station Improvements project for the amount of One Million, Nine Hundred Thirty-Two Thousand, Five Hundred Dollars and 00/100 (\$1,932,500.00). Upon a motion by Jim Biggs, seconded by Dan Whitten, the board unanimously approved the procurement recommendation for Gariup Construction Company of Gary, IN to perform improvements at the Gary Metro Station.

The third item was a bid for the Gary Compound Building Addition. The staff recommended that Larson Danielson Construction Company of LaPorte, IN, be awarded the Contract for the Gary Compound Building Addition for the amount of Two Million, Fifty-Five Thousand, Eight Hundred Sixty One Dollars and 20/100 (\$2,055,861.20). The staff is requesting that the Board grant the President the authority to issue the Notice to Proceed at his discretion. Upon a motion by Dan Whitten, seconded by Jim Biggs, the board unanimously approved the procurement recommendation for the Gary Compound Building Addition.

The fourth item was a bid for a GP-38 Locomotive Lease. The staff recommended that National Railway Equipment Company of Mt. Vernon, IL, be awarded the contract for a 5-year lease with an option to purchase for the total amount of Six Hundred Thirty-Six Thousand, Two Hundred Fifty Dollars and 00/100 (\$636,250.00). Upon a motion by Dan Whitten, seconded by Jim Biggs,

the board unanimously approved the procurement recommendation for a GP-38 Locomotive Lease.

PRESIDENT'S REPORT

Proposed Fare Increase.

Mr. Noland introduced a proposed NICTD fare increase that would begin on July 1, 2018. Mr. Noland explained that this would be a 5% across the board fare increase to support a portion of the costs of implementing Positive Train Control (PTC) for the railroad. The increase would apply to all stations excluding Hegewisch. Hegewisch fares are controlled by Metra and were increased on February 1. He explained that NICTD held 5 evening public meetings in April to gather public comment on the proposal with 18 total in attendance. NICTD received 19 comments digitally. Mr. Noland summarized the comments and feedback received. Staff requested the Board's action to move forward with the July 1 2018 fare increase. Mark Catanzarite motioned to accept the July 1, 2018 fare increase. The motion was seconded by Mark Yagelski. The motion was approved unanimously. Upon approval, Mr. Yagelski asked that NICTD consider any opportunity to increase satisfaction with the fare increase including cleanliness, comfort, etc.

Advertising Policy.

Chuck Lukmann, NICTD Counsel, introduced Resolution 18-02, a Resolution of the Board of Trustees of the Northern Indiana Commuter Transportation District Approving an Advertising Policy. Mr. Noland explained the purpose, applicability, and general information contained in the Advertising Policy. Mark Catanzarite made a motion to approve Resolution No. 18-02. Andrew Kostielney seconded that motion. Motion passed unanimously.

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. NICTD is pursuing federal funding in federal fiscal year 2019 for both projects. In February, NICTD asked the Federal Transit Administration (FTA) to postpone rating each project in order to allow time for completion of National Environmental Policy Act (NEPA) for Double Track and to provide additional details on the financial plans in partnership with the Northwest Indiana Regional Development Authority (RDA) for both projects. For the West Lake Corridor Project, the FEIS/ROD was formally published March 9, 2018 in the Federal Register. Completion of NEPA is required before property acquisition can begin, Mr. Noland added that NICTD has not yet started acquiring properties for either project. NICTD anticipates receiving a Finding of No Significant Impact (FONSI) for Double Track by summer of 2018.

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.

Naloxone (Narcan) Update.

Mr. Noland asked NICTD Chief of Police Jessie Watts to summarize an event that occurred on April 30, 2018. At approximately 3:10 p.m., a passenger notified a train conductor of a woman needing assistance in a train car bathroom. The conductor found the woman unresponsive and notified police. The train stopped at the East Chicago station, where NICTD Transit Police Chief Jessie Watts responded. Chief Watts administered the opioid overdose-reversal drug naloxone, which helped her regain consciousness and to communicate. Mr. Noland stated said the department has performed four naloxone saves, with Chief Watts personally accounting for three of them. All of the department's officers carry naloxone.

TICKET SALES, ADVERTISING, AND MARKETING REPORT

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

Ms. Barker introduced the “See Something, Say Something” Campaign that is now available on our website.

Ms. Barker summarized some of the marketing and banner ads Group 7even created that will be on ValpoLife, NWILife, etc.

Ms. Barker summarized upcoming Events including the Indiana Dunes Birding Festival, Memorial Day Weekend/Parade, Chicago Blues Festival, Country Lake Shake, Independence Day, Taste of Chicago, and Festival of the Lakes.

In regards to advertising, Ms. Barker added that Clean Zone Marketing will now be handling all advertng on the trains, stations and platforms versus previous years where NICTD utilized Q Rail’s services.

Ms. Barker reported the Train Tracker (ETA Transit) is active on the website and is coming to the app soon. Ms. Barker added that the NICTD plans to remodel the in the next few months.

OPERATIONS REPORT

Kelly Wenger, NICTD Grant Administrator, explained trends in **Ridership** from 2018 in comparison to 2017. She explained that overall ridership through April is down less than 1% in 2018, and she noted that average weekend ridership over that period is down by 4.5%.

Bill O’Dea, Chief Operating Officer, commented on **On-Time Performance**. NICTD 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, 49% are in the 5-10 minute (short duration) range and over half of those affected are non-rush hour trains.

Vic Babin, Chief Engineering Office, reported the current status of **Positive Train Control (PTC.)** Testing began April 14, 2018. Mr. Babin displayed a visual in regards to how Positive Train Control (PTC) works.

OTHER BUSINESS

None.

ADJOURNMENT

Next meeting is scheduled for July 20, 2018. Mark Catanzarite made a motion to adjourn. The motion was seconded by Jim Biggs. The motion was approved unanimously.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Mark Yagelski".

Mr. Yagelski, Board Secretary

PROCUREMENT RECOMMENDATIONS

For Bids:

Engineering

- **Tower Truck**
- **Gary Metro Station Improvements**
- **Gary Compound Building Addition**

Transportation

- **GP-38 Locomotive Lease**

RECOMMENDATION
Line & Signal Department
Tower Truck
 May 18, 2018

A. SCOPE

The Line & Signal Department has requested bids for a new Tower Truck. The Tower Truck is a specialized piece of equipment that has hi-rail gear and a hydraulic platform for working on overhead catenary. An old Tower Truck was offered as a trade option with this bid. Bids were solicited and a public bid opening was held at the Dune Park Offices on Wednesday, May 9, 2018.

B. ADMINISTRATIVE REVIEW

1. Legal Notifications

The request for the Tower Truck 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 four (4) packets were requested for the Tower Truck prior to the bid opening. The request resulted in the receipt of one (1) bid.

3. DBE and Required Forms

The bid was evaluated for responsiveness to determine if they could be accepted for further review.

The firm 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 Invst.
Custom Truck One Source Kansas City, MO	X	X	X	0.0%	X	X	X	X	X	X	X

C. ENGINEERING REVIEW & PRICE ANALYSIS

The bid was evaluated for responsiveness to the technical specifications. The bidder was responsive and met the technical specifications.

The lowest and most responsive bid for the Tower Truck is \$243,694. This is 21.3% (\$66,306) less than the engineer's estimate of \$310,000.

Custom Truck One Source's DBE amount is 0%. They did provide a good faith effort trying to locate DBE firms that could participate in the fabrication of this truck.

The District did contact other interested bidders to identify why they did not bid. Responses indicated that this is a specialized truck and not many truck builders had this capability and also that heavy truck building is very busy currently and some vendors are booked out until middle of 2019. This was evident during the addendum period and the district had to extend the build date to June 2019.

Bidder	New Tower Truck	Trade-In	Extended Cost
Custom Truck One Source Kansas City, MO	\$283,694.00	\$40,000.00	\$243,694.00

D. DELIVERY

Custom Truck One Source can meet the District's delivery schedule of June 2019.

E. RECOMMENDATION

The Staff recommends that Custom Truck One Source of Kansas City, MO, be awarded the Contract for a Tower Truck in the amount of Two Hundred Forty Three Thousand, Six Hundred Ninety Four Dollars 00/100 (\$243,694.00).

The Staff is requesting that the Board grant the President the authority to issue the Notice to Proceed for a Tower Truck at his discretion.

RECOMMENDATION
Engineering Department
Gary Metro Station Improvements
May 18, 2018

A. SCOPE

The Engineering Department has requested bids from qualified contractors to perform improvements at the Gary Metro Station. The work will include a new elevator, stairs, roof, structural repairs, bridge waterproofing and painting. Bids were solicited and a public bid opening was held at the Dune Park Offices on Wednesday, May 9, 2018.

B. ADMINISTRATIVE REVIEW

1. Legal Notifications

The request for the Gary Metro Station Improvements 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

2. Bid Review

A total of twelve (12) packets were requested for the Gary Metro Station Improvements project 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 the bids could be accepted for further review.

It was determined that the firms submitted all necessary forms and requirements and were approved by the appropriate NICTD Staff. All forms were correctly submitted and were found to be within the guidelines set forth by the Federal Transit Administration (FTA).

Bidder	Form 96	Eligible Bidder	Lower Tier	DBE %	Non-Discrim.	Rest. Lobby	Drug Free	Buy America	Cert. of Qual.	Illegal Act.	Iran Invest.	Bid Bond
Gariup Construction Gary, IN	X	X	X	26.0%	X	X	X	X	X	X	X	X
Hasse Construction Calumet City, IL	X	X	X	20.0%	X	X	X	X	X	X	X	X

C. ENGINEERING REVIEW & PRICE ANALYSIS

The bids were evaluated for responsiveness to the technical specifications. All bidders were responsive and took no exceptions to the technical specifications.

Engineer's estimate:	\$1,652,000
Lowest & responsive bid:	\$1,932,500
Lowest & most responsive bidder was 16.9% more than staff estimate	\$280,500

Bidder	Total Project Price
Gariup Construction Gary, IN	\$1,932,500.00
Hasse Construction Calumet City, IL	\$2,274,000.00

The District has investigated the low number of bids for this construction project and relate this to the limited accessibility at this location. The live tracks near the station, platform and bridge create a very limiting environment that needs to have an intense schedule to coordinate all the construction activities.

D. DELIVERY

Gariup Construction Company can meet the District's proposed completion date of November 1, 2018.

E. RECOMMENDATION

The Staff recommends that Gariup Construction Company of Gary, IN, be awarded the Contract for the Gary Metro Station Improvements project for the amount of One Million, Nine Hundred Thirty Two Thousand, Five Hundred Dollars and ⁰⁰/100 (\$1,932,500.00).

The Staff is requesting that the Board grant the President the authority to issue the Notice to Proceed for the Gary Metro Station Improvements project at his discretion.

RECOMMENDATION
Engineering Department
Gary Compound Building Addition
May 18, 2018

A. SCOPE

The Engineering Department has requested bids from qualified contractors to install an addition to the existing Gary Compound. This facility is used by the Track Department to store equipment and track materials. The project includes a 7,000 square foot metal building addition to the existing Gary Compound and will allow multiple pieces of track equipment to be stored inside. Bids were solicited and a public bid opening was held at the Dune Park Offices on Friday, May 11, 2018.

B. ADMINISTRATIVE REVIEW

1. Legal Notifications

The request for the Gary Compound Building Addition 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 seven (7) packets were requested for the Gary Compound Building Addition prior to the bid opening. The request resulted in the receipt of three (3) bids.

3. DBE and Required Forms

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

It was determined that the firms submitted all necessary forms and requirements and were approved by the appropriate NICTD Staff. All forms were correctly submitted and were found to be within the guidelines set forth by the Federal Transit Administration (FTA).

Bidder	Form 96	Eligible Bidder	Lower Tier	DBE %	Non-Discrim.	Rest. Lobby	Drug Free	Buy America	Cert. of Qual.	Illegal Act.	Iran Invst.	Bid Bond
Larson Danielson Construction LaPorte, IN	X	X	X	11.1%	X	X	X	X	X	X	X	X
Hasse Construction Calumet City, IL	X	X	X	7.5%	X	X	X	X	X	X	X	X
Gariup Construction Gary, IN	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. All bidders were responsive and took no exceptions to the technical specifications.

Engineer's estimate:	\$2,180,070
Lowest & responsive bid:	\$2,055,861
Lowest & most responsive bidder was 5.7% less than staff estimate	\$124,209

Bidder	Total Project Price
Larson Danielson Construction LaPorte, IN	\$2,055,861.20
Hasse Construction Calumet City, IL	\$2,073,000.00
Gariup Construction Gary, IN	\$3,275,000.00

D. DELIVERY

Larson Danielson Construction can meet the District's proposed delivery schedule of May 1, 2019.

E. RECOMMENDATION

The Staff recommends that Larson Danielson Construction Company of LaPorte, IN, be awarded the Contract for the Gary Compound Building Addition for the amount of Two Million, Fifty Five Thousand, Eight Hundred Sixty One Dollars and 20/100 (\$2,055,861.20).

The Staff is requesting that the Board grant the President the authority to issue the Notice to Proceed for the Gary Compound Building Addition at his discretion.

RECOMMENDATION
Transportation Department
GP-38 Locomotive Lease
May 18, 2018

A. SCOPE

The Transportation Department has requested bids for a GP-38 Locomotive Lease. The District is seeking a 5 year lease with an option to purchase this diesel locomotive. The upcoming PTC deadline requires all locomotives to have PTC equipment installed and this type of major investment needs to be installed on a locomotive that will be on the property for many years and one that the District will possibly own in the future. Bids were solicited and a public bid opening was held at the Dune Park Offices on Friday, April 27, 2018.

B. ADMINISTRATIVE REVIEW

1. Legal Notifications

The request for a GP-38 Locomotive Lease 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 Locomotive Lease 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 the bids could be accepted for further review. One of the bidders was disqualified as they did not complete the certificates correctly and also took exception to the District's sample contract.

It was determined that the remaining firm submitted all necessary forms and requirements and were approved by the appropriate NICTD Staff. All forms were correctly submitted

and were found to be within the guidelines set forth by the Federal Transit Administration (FTA). Although the single bidder had 0% DBE participation, they did provide a good faith effort.

Name	Form 95	Eligible Bidder	Lower Tier	DBE %	Non-Discrim,	Rest. Lobby	Drug Free	Buy America	Cert. of Qual.	Illegal Act.	Iran Invst.
National Railway Equipment Mt. Vernon, IL	X	X	X	0.0%	X	X	X	X	X	X	X

C. ENGINEERING REVIEW & COST ANALYSIS

The bid was evaluated for responsiveness to the technical specifications. The bidder was responsive and met the technical specifications.

The single bid is the result of a limited amount of suppliers in this leasing market that are also willing to sell their locomotive at the end of the lease.

The technical specifications were developed by the district to present a very reliable locomotive with features and equipment that will last several years and will still have plenty of life if the District elects to purchase the unit. The unit being proposed is NRE 1985 and will be a fully qualified unit that includes a two (2) year parts and labor warranty as part of this lease.

Engineer's estimate:	\$556,250.00
Lowest & responsive bid:	\$636,250.00
Lowest & most responsive bidder was 14% more than staff estimate	\$ 80,000.00

Name	Lease Rate (per Day)	Purchase Price At End of 5 Years	Total Price
National Railway Equipment Mt. Vernon, IL	\$250.00	\$180,000.00	\$636,250.00

D. DELIVERY

National Railway Equipment can meet the District's delivery schedule of December 31, 2018.

E. RECOMMENDATION

The Staff recommends that National Railway Equipment Company of Mt. Vernon, IL, be awarded the Contract for a 5 year lease with an option to purchase for the total amount of Six Hundred Thirty Six Thousand, Two Hundred Fifty Dollars and ⁰⁰/100 (\$636,250.00).

The Staff is requesting that the Board grant the President the authority to issue the Notice to Proceed for a Locomotive Lease with Option to Purchase at his discretion.



MINUTES OF EXECUTIVE SESSION

May 18, 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 Prankus

Mark Catanzarite
Connie Gramarossa

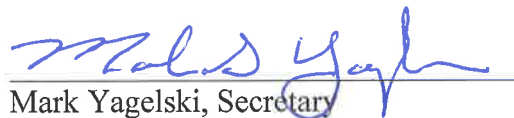
Pursuant to the Notice of the Executive Session as posted and disclosed pursuant to Indiana law, the Board discussed the following:

- (1) Initiation of litigation, pending litigation, and litigation that has been threatened specifically in writing.
- (2) Collective bargaining.
- (3) Purchase of real property.

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 this 18th day of May, 2018.

Respectfully submitted,


Mark Yagelski, Secretary

APPROVED:


Michael Repay, Chairman