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**NORTHERN INDIANA COMMUTER TRANSPORTATION DISTRICT  
BOARD MEETING  
November 18, 2016  
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:**

John Evans  
Mark Catanzarite  
Andrew Kostielney

David Decker  
David Prancus  
Scott Lauerman

Christine Cid  
Jim Biggs  
Michael Repay

**OTHERS PRESENT:**

Adam Wojasinski – Leg. Rep. Smart TP 1526  
Ashley Szyrka– Group 7even  
Victor Van Santen – HDR  
Roger Morrissett – Passenger  
Roy G. Benedict – Passenger  
Gerald Williamson – Passenger  
Paul Bartos – MCC  
Timothy Whalen – AECOM  
Phil Weiland – The Times

Brian Jones - INDOT  
Christopher Murphy – Structurepoint  
Patrick Pechnick – HDR  
Greg Price – Passenger  
Paul F. Willer – Passenger  
George Rogge – MCC  
Jason Rowley – Hanson Pro. Services  
Tim Zorn – Post-Tribune

**STAFF PRESENT:**

Michael Noland  
Keith Casey  
Boris Matakovic  
Vic Babin  
Bjarne Henderson  
Jessica Wright  
Jessie Watts

John Parsons  
Chuck Lukmann, Esq.  
Anthony Siegmund  
Lisa J. Johnson  
Laura Harrington  
Pat Guest  
Raul Agosto

Nicole Barker  
Christine Dearing  
Bill O’Dea  
Joe Crnkovich  
Steve Plesha  
Robert Byrd

**CALL TO ORDER**

Board Chairman, Mr. Evans, called the meeting to order and asked that those present stand for the Pledge of Allegiance.

## MEETING MINUTES

Mr. Evans requested approval of the minutes from September 23, 2016. Mr. Catanzarite motioned to accept the Public Session and Executive Session Board minutes for September 23, 2016. The motion was seconded by Mr. Repay. The motion was approved unanimously.

## PUBLIC COMMENT

Roger Morrisett requested clarification as to whether the Carroll Avenue Station was going to be closed. Mr. Noland assured him that was incorrect.

## GENERAL MANAGER'S REPORT

Mr. Noland responded to the public comment and stated that the Carroll Avenue Station is not closing.

**Double Track NWI Project.** Mr. Noland stated that we are in project development and well under way with our project team, and HDR is lead engineer. We continue to work with our stakeholders in the area including South Shore Freight. In order to double track, Mr. Noland stated that we need to make sure that South Shore Freight's operations by the Goff and Flour Track areas west of the Toll Rd. and east of the CN OWLS crossing and near the entrance to Arcelor by the Bailly Power Plant are preserved. Mr. Noland stated that these are two complicated areas where we must ensure we do not harm their operation in the process of installing the double track. Mr. Noland stated we are coordinating with NIPSCO on their gas line project, as well as with the National Park Service. We are also working with INDOT as they are responsible for rerouting US Highway 12 to US Highway 20 east of Lake St. in the Miller neighborhood of Gary. He stated we have talked with the Michigan City and Gary communities and others about how the project will work and what it will look like. Mr. Noland also stated we had three public workshops. There has been an active website established for the double tracking project with a video about the project.

Mr. Noland stated that on October 25, 2016, we had a public workshop with the Michigan City Council to work on an operating agreement with Michigan City to allow us to add a second track through the City. The second track will close a number of crossings which significantly enhances safety, allows us to build two high level platforms at the downtown station, as well as gives the opportunity for a parking structure at Franklin and 11<sup>th</sup> Street. Intense negotiations leading up to the workshop resulted in the City Council approving the agreement 8 to 1 on November 1, 2016.

**West Lake Corridor Update.** Mr. Noland stated that the FTA approved West Lake's entry into project development on September 28, 2016. He stated we are working with AECOM to finalize the Draft Environmental Impact Statement (DEIS), and we are working with Fish and Wildlife, the Army Corps of Engineers, the State Historic Preservation Officer as well as other

stakeholders on this project and on the DEIS. Mr. Noland stated we have studied three different alternatives. Mr. Noland also stated we are very near completing the DEIS. He discussed the technical process to go through with the FTA, rounds of review, rounds of legal sufficiency review, and stated we are through the last round of legal sufficiency. He noted that we hope to soon receive the green light to publish the DEIS in the Federal Register. That will trigger a 45-day period for comment, and we will hold three public hearings for public comment. This will complete the DEIS period and should be complete by the end of January. Mr. Noland stated that by late summer 2017, we should have presented both the West Lake Project and Double Track Project to the federal government and request they rate the projects.

**Negotiating Statement of Work and Budget with FRA for East Chicago Project.**

Mr. Noland reminded the Board that we had applied for a grant in East Chicago to improve ingress and egress the station. We have been awarded \$2,700,000 for these improvements. Mr. Noland stated we are working with the engineering firm DLZ to redesigning the proposed improvements to resubmit the revised scope of work to the FRA. We hope to complete design in 2017 and begin construction on this project in 2018. This will include the addition of #20 turnouts in the approach to the station. This will improve on-time performance, slightly shorten trip time and enhance safety.

**Construction Update.**

**EJ&E OWLS Diamond.** Mr. Noland stated that the existing diamond crossing the EJ&E in Gary had begun to fail. Last week we replaced it with an OWLS Diamond (one way low speed) which will allow NICTD proceed at track speed over the diamond.

**Gary/Chicago Airport Station Parking Lot.** Mr. Noland stated that with some available funds from the FTA specifically targeted for this area, we upgraded the south parking lot with paved parking, guard rail, fencing, and sidewalk. We also intend to install additional lighting. The passenger electronic display was upgraded as well.

**Hammond Parking.** Mr. Noland stated that we closed on the property on the southwest and northwest corners of Hohman Avenue and Gostlin (site of former grocery store). The parking lots are now available for the exclusive use of our riders. He also stated that we are in further negotiations to acquire the Porter Cleaners parcel just to the south. Next spring we will be able to create additional parking once the grocery store is demolished.

**Bridge Over CN Near Cline Avenue.** Mr. Noland advised the Board that we have completed the Track 2 span over the CN track near Cline Avenue.

**Commerce Drive Crossing Renewal.** Mr. Noland discussed this grade crossing renewal project by the South Bend airport that required us to reduce our train length during the improvement project resulting in several delays to eastbound Train 11 as we cut cars from the South Bend bound train in Michigan City.

**PTC Update & In-Fill Building Progress.** Mr. Noland discussed that in order to install PTC on all of NICTD's equipment, given the fact that we have limited space available at our mechanical facility in Michigan City, we looked to construct a new building on the property. The new building is between the Mechanical Department shop and our Line and Signal building and we call this our In-Fill Building. It is now framed with the roof in place. This building should be complete in approximately three weeks.

Vic Babin, Chief Engineering Officer, gave the Board an update on our PTC progress. He stated that offices have been installed for our PTC construction personnel in the mezzanine in the Midlife Shop and noted that we are using the Shoup property pole barn to store material. We are now ready to mobilize for PTC construction, and we have the contractor on site. Mr. Babin stated that we have reviewed approximately 500 incidentals. We are looking at improving design. On the wayside segment, Mr. Babin stated that we have completed the LiDar survey that allows us to collect the data and the geographic characteristics of the railroad, which have to be programmed into the train to control the speed. Mr. Babin stated that we will have to rewrite the software for the train control systems as it interfaces with the communication system. Our first vehicle is in the shop for prototyping. Mr. Babin discussed the remaining scope and status of the project. Mr. Babin stated that we still are in line for the December 31, 2018 deadline.

Mr. Noland informed the Board that Metra is more likely to complete PTC installation by the end of 2019 or 2020. He also informed the Board that the law allows extensions for railroads "making good faith progress." Mr. Babin also discussed the complexities involved with acquiring radio frequencies to use with PTC in the Chicagoland area as it is a very dense urban area. Our system will be backed up with cellular technology as well.

**Industry Award.** Mr. Noland informed the Board that we received notice from the Government Finance Officers' Association that our accounting department has once again received a Certificate of Achievement for exemplary accounting and reporting. He offered kudos to Christine Dearing, Acting CFO along with her now retired predecessor, Keith Casey. Christine Dearing commended Jessica Wright for her time and effort in putting the report together along with Joe Crnkovich, Tony Siegmund and Laura Harrington.

**Pines Yard.** Mr. Noland stated that we have settled the litigation for the eastern portion of the acquisition and have agreed upon a purchase price. The property owner is responsible for the site clean-up. The purchase price is in escrow and will be released once the clean-up is complete.

#### **Metra Fare Increase Affecting Hegewisch.**

Mr. Noland informed the Board that the Metra Board just approved a capital fare increase. It is an across-the-board fare increase on average of 5.8% – with some places more and some less.

Mr. Noland reminded the Board of our 2.5% capital increase last July, which is followed up with another 2.5% capital increase next July. The Metra increase affects our Hegewisch customers. The fare is currently \$5.25, and it will go up to \$6.00 on February 1, 2017, due to Metra's increase. Currently, our Hammond Station is priced at \$6.25. On July 1, 2017, our fare at Hammond and East Chicago will increase to \$6.50. In light of our scheduled capital increase in July, we will then maintain our \$.50 price difference between Hegewisch and Hammond.

### **Metra/NICTD Capacity Analysis of Metra Electric Corridor.**

Mr. Noland updated the Board regarding our discussions with Metra on the MED Corridor. Fifteen miles of our 90 miles of operating territory is on Metra. We share the benefits of any opportunity to improve the capital footprint. We could improve operating performance with a targeted investment of capital fund dollars that will improve both our service as well as Metra's. Mr. Noland stated that we will model the planned improvements. Metra, and their new Chairman, Norm Carlson, will be working with NICTD toward planned improvements.

### **Quiet Car Update.**

Mr. Noland reminded the Board that the Quiet Car Program was implemented in July 2016 on a pilot basis. While there were bumps initially, the program has gone smoothly since and the feedback from crew members, supervisors and customers is that our riders love the program. Mr. Noland recommended to the Board that the Quiet Car Program be removed from the pilot basis and move it forward as part of the regular regime.

Mr. Repay motioned to make the Quiet Car a permanent part of our operation. The motion was seconded by Ms. Cid. The motion was approved unanimously.

### **RESOLUTION 16-09 AUTHORIZING THE PRESIDENT OF NICTD TO SIGN AN AGREEMENT WITH MICHIGAN CITY GOVERNING DOUBLE TRACK**

Mr. Noland informed the Board that an agreement has been negotiated with Michigan City. A summary of the agreement has been provided by counsel to the Board for review. Michigan City is giving us an easement which becomes our right to use land for a second track, they are agreeing to close a number of crossings which will provide safety enhanced safety, our operating speeds will improve, our scheduled time from South Bend will be significantly improved, our reliability will be improved, we will have double tracking through town, and this will improve and benefit the entire railroad. Mr. Noland requested authority to execute this agreement with Michigan City.

Mr. Repay motioned to approve the Resolution. The motion was seconded by Mr. Kostielney. The motion was approved unanimously.

**RESOLUTION 16-10 AUTHORIZING THE EXCHANGE OF REAL ESTATE INTERESTS IN SUPPORT OF THE HAMMOND CHICAGO STREET (F/K/A STATE ROUTE 312) IMPROVEMENT PROJECT**

Mr. Noland stated that Hammond has been working toward improving traffic through the community. There are some properties that would benefit Hammond in that endeavor. Hammond requested that we convey to them surplus railroad property that do not affect our operations to assist with their traffic improvement project.

Ms. Cid motioned to approve the Resolution 16-10. The motion was seconded by Mr. Decker. The motion was approved unanimously.

**RECOMMENDATION  
ENGINEERING  
Configuration Management Software  
Proposal  
November 18, 2016**

**A. SCOPE**

The Federal Railroad Administration (FRA) has mandated that many railroads implement Positive Train Control (PTC) by December 31, 2018. As part of that mandate 49 CFR Part 229, 234, 235, et al., dated January 15, 2010 states, "Given the importance of proper configuration management in safety-critical systems, FRA believes it is essential that railroads learn of and take appropriate configuration control of hardware and software. FRA believes that a requirement for configuration management control will enhance the safety of these systems and ultimately provide other benefits to the railroad as well."

To stay in compliance with the above mentioned FRA PTC regulations, the District requested proposals from qualified and experienced firms to provide, configure, and install a Configuration Management Software System.

**B. ADMINISTRATIVE REVIEW**

**1. Legal Notifications**

The request for Configuration Management Software was advertised throughout the region. The legal advertisements were placed in the following publications and on the NICTD website:

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

## 2. Proposal Review

A total of three (3) packets were requested for Configuration Management Software prior to the proposal opening. The request resulted in the receipt of two (2) proposals.

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

It was determined that the firms submitted all of the necessary forms and met the requirements and were approved by the appropriate NICTD Staff. All forms have been correctly submitted and were found to be within the guidelines set forth by the FTA.

## C. STAFF REVIEW

### Team Evaluation Review:

The team was composed of two (2) individuals that evaluated the proposals on:

- Ability to meet product specifications
- Proposal cost effectiveness
- Experience of company and references
- Demonstrated capability to properly & timely complete the project
- Support coverage, long term plan
- Execution of forms and certificates

The evaluations resulted in interviews with both proposers. These interactive interviews resulted in Xorail being deemed the strongest proposer. An agreeable list of deliverables and price was reached between Xorail and the District and we have the basis for a successful relationship that will give the District a quality configuration management software system for many years, as well as the ability to expand the CM software for use in additional projects in future years.

### EVALUATION OF PROPOSALS

Configuration Management Software	Totals	
	Score	Rank
Xorail	182	1
Bentley System, Inc.	162	2

The Independent Cost Estimate (ICE) for Configuration Management Software was \$450,000.00.

The Configuration Management Software contract will include a list of 62 deliverables that the software will provide, in addition to technical support and upgrades for ten (10) years. The District has negotiated the contract price of \$714,388 and has reached a favorable payment schedule to ensure all software items are working as needed before the PTC project is completed.

Xorail's commitment for DBE participation for this project is 0%. The software being provided is already developed and is limited to the amount of subcontracting opportunities due to this type of procurement.

#### **D. RECOMMENDATION**

The Staff recommends that Xorail, Jacksonville, FL, be awarded the contract for Configuration Management Software for an amount of Seven Hundred Fourteen Thousand Three Hundred Eighty-Eight Dollars and 00/100 (\$714,388.<sup>00</sup>).

The Staff is requesting that the Board grant the President the authority to issue the Notice to Proceed for the Configuration Management Software at his discretion.

**RECOMMENDATION**  
**ENGINEERING**  
**Madison Substation Rehabilitation**  
**Bid**  
November 10, 2016

#### **A. SCOPE**

The Engineering Department has requested bids from qualified contractors for traction power rehabilitation for the Madison Substation located in Lake County, IN at approximately mile post 59.11. This work requires specialized equipment fabrication and replacement and will be completed by December 2017. Bids were solicited for the work described and a public bid opening was held at the Dune Park Offices on Thursday, November 10, 2016.



## B. ADMINISTRATIVE REVIEW

### 1. Legal Notifications

The request for the Madison Substation Rehabilitation was advertised both regionally and nationally. The legal advertisements were placed in the following publications and on the NICTD website:

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

### 2. Bid Review

A total of twenty-six (26) packets were distributed for the project prior to the bid opening. The request resulted in the receipt of five (5) bids.

The bids were evaluated for responsiveness to determine if they could be accepted for further review. The low bidder had an acceptable amount of DBE and Good Faith Effort submitted for the project and provided all the requested documentation.

All certificates have been correctly submitted and were found to be within the guidelines set forth by the Federal Transit Administration (FTA).

Name	Form 95/ Form 96	Eligible Bidder	Lower Tier	DBE %	Non- Discrim.	Rest. Lobby	Drug Free	Buy America	Cert. of Qualification	Bonds
M.J. Electric, LLC Crown Point, IN	X	X	X	47.5%	X	X	X	X	X	X
Midwestern Electric East Chicago, IN	X	X	X	10.6%	X	X	X	X	X	X
Siemens Industry, Inc. Tualatin, OR	X	X	X	10.8%	X	X	X	X	X	X
Meade Electric McCook, IL	X	X	X	12.38%	X	X	X	X	X	X
Aldridge Electric Libertyville, IL	X	X	X	10.56%	X	X	X	X	X	X

## C. ENGINEERING REVIEW & COST ANALYSIS

The bids were evaluated for responsiveness to the technical specifications. M. J. Electric, LLC was deemed to be the lowest and most responsive bidder, they took no exceptions to the technical specifications, and can meet NICTD's construction schedule.

Engineer's estimate: \$1,520,000

Lowest and most responsive bidder was 8.9% (\$135,600) more than the Engineer's Estimate.

M. J. Electric, LLC's DBE amount was 47.5% (\$786,240)

Name	Madison Substation Rehabilitation
M.J. Electric, LLC Crown Point, IN	\$1,655,600
Midwestern Electric East Chicago, IN	\$1,712,690
Siemens Industry, Inc. Tualatin, OR	\$1,749,757
Meade Electric McCook, IL	\$1,938,304
Aldridge Electric Libertyville, IL	\$2,366,491

NICTD's Engineering Department has reviewed the bid and technical specifications and has deemed M. J. Electric, LLC as a competent contractor.

#### **D. RECOMMENDATION**

The Staff recommends that M. J. Electric, LLC, Crown Point, IN, be awarded the contract for the Madison Substation Rehabilitation in the amount of One Million Six Hundred Fifty-Five Thousand Six Hundred Dollars and 00/100 (\$1,655,600.00).

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

#### **RIDERSHIP & PERFORMANCE REPORT**

Mr. Parsons discussed the volume of one way ticket sales is down roughly 5%. We are still up in terms of revenue with respect to one-way ticket sales primarily due to the 2.5% fare increase. Revenue is up 3.2% for total ticket sales. Mr. Parsons indicated that we are now at a point where digital transactions have surpassed conductor and ticket agent transactions. This is what we have been trying to accomplish.

Mr. Parsons stated that cumulative ridership is still down year over year. It's difficult for us to compete with the automobile with average gas prices hovering just above \$2.00 per gallon all year. This supports the need for double track in order to provide more frequent and faster service.

In terms of on-time performance, Mr. Parsons stated we are improving. We suffered major impacts earlier in the year due to the installation of the universal crossovers, which involved busing some trains and an increase in delays and caused impacts to all segments of our service. .

Mr. O'Dea stated that, aside from the universal crossover installation project, our on time performance would have been doing as well or better than last year.

Mr. Parsons updated the Board on the Teachers/Educators Promotion, the First Responders Promotion and the Veterans Promotion. He advised that all three promotions were very well received. Mr. Parsons also indicated that we will consider additional promotions next year as a way to introduce the service to first time riders.

Mr. Parsons observed that it was quite a run for the Cubs. He explained that we initially offered guaranteed service for our riders 60 minutes following the conclusion of each post-season home game, but during the World Series we increased the time to 90 minutes following the conclusion of the games. Mr. Parsons also reminded the Board that we flew the "W" on every train after every Win and this became very popular with riders. On November 2, 2016, the Cubs made history by clinching their first World Series championship since 1908. Mr. Parsons stated that with our advertising supplement in the Northwest Indiana Times commemorative edition, we connected our history with the Cubs. The Cubs last won in 1908 – the same year the South Shore Line started service. On November 4, 2016, the day of the Cubs Celebration Parade, with only one day to prepare, we carried 29,253 passengers. Our previous record was 24,602 passengers, and we typically carry 11,700 passengers on a weekday.

Mr. Parsons noted that to commemorate the event, we are flying the "W" flag here at Dune Park as well as at the Carroll Avenue Station.

## **OPERATIONS REPORT**

Mr. O'Dea stated that we had about half a day to prepare for the Cubs Celebration Parade. We had excellent cooperation from Metra, and it was a good Team NICTD effort. All departments worked well together. Mr. O'Dea introduced Chief Byrd, Lt. Jessie Watts, Jr., and Patrolman Raul Agosto and commended them on the excellent job on crowd control, projecting power and influence to help us maintain crowd control while being tactful.

Chief Byrd stated that in working with the transportation crews at Millennium Station, we were able to board the trains rather quickly and effortlessly. Lt. Watts and Officer Agosto, along with the other officers, did an excellent job routing the crowds safely through the station. Chief Byrd stated that we did have officers at the Indiana stations as well to help keep everyone safe with the parking conditions, etc.

Chief Byrd also informed the Board that Trustee Biggs inquired earlier in the year if we wanted to make Narcan available to our officers. Narcan is for individuals who have overdosed

on drugs such as morphine, heroin, etc. Trustee Biggs assisted us in the acquisition of Narcan for our officers and getting Chief Byrd and the officers trained on how to use this life saving drug. Chief Byrd stated that a young college student overdosed on the platform at Millennium Station during the Cubs parade celebration. Lt. Watts and Officer Agosto were able to administer Narcan and save this woman's life. The Narcan administered quickly to this young woman and that allowed a window of time for the ambulance to arrive, which took some time given the millions of people in the area for the celebration, and get her to the hospital. Chief Byrd informed the Board that Officer Agosto had recently come upon a house fire in East Chicago where he was able to discover and convey to the firefighters the location of an elderly woman in the home who was then saved and transferred to hospital.

**Holiday Events:**

Mr. Parsons stated that we will have additional trains to assist our customers with their holiday travel plans.

**Winter Operating Plan:** Mr. O'Dea discussed that with winter upon us, the new Winter Operating Plan has been implemented.

**ADJOURNMENT**

Mr. Catanzarite made a motion to adjourn. The motion was seconded by Mr. Repay. The motion was approved unanimously.

Respectfully submitted,



Dave Decker, Board Secretary