



**NORTHERN INDIANA
COMMUTER TRANSPORTATION DISTRICT**

33 E. U.S. HIGHWAY 12 • CHESTERTON, IN 46304-3514

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**NORTHERN INDIANA COMMUTER TRANSPORTATION DISTRICT
BOARD MEETING**

May 20, 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
Jim Biggs
Mark Catanzarite

Christine Cid
David Decker
Andrew Kostielney

Scott Lauerman
David Pranckus
Michael Repay

OTHERS PRESENT:

Glen Campbell – Patrick Engineering
Greg Price – Passenger
Paul F. Willer – Passenger
Brian Jones – INDOT

Ashley Calarie– Group 7even
Gerald Williamson – Passenger
Roy G. Benedict – Passenger
Julia Surber – VS Engineering

STAFF PRESENT:

Michael Noland
Chuck Lukmann, Esq.
Anthony Siegmund
Victor Babin
Lisa Johnson

John Parsons
Boris Matakovic
Laura Harrington
Chris Beck

Keith Casey
Robert Byrd
Bill O’Dea
Joe Crnkovich

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 March 18, 2016. Mr. Decker motioned to accept the Public Session and Executive Session Board minutes for March 18, 2016. The motion was seconded by Mr. Catanzarite. The motion was approved unanimously.

PUBLIC COMMENT

There was no public comment.

GENERAL MANAGER'S REPORT

Double Track Project. Mr. Noland announced that we have been approved by the federal government to enter project development for our Double Tracking Project NICTD awarded a \$4,000,000 contract to HDR, Inc. in March to begin the double track preliminary engineering and environmental work. However, the funds cannot be used as local match for the overall project without receiving the FTA's authorization to enter project development. The \$210,000,000 staff estimate for the project will be revised over the next year in an effort to solidify our request to the federal government. The submission will lock in the amount the federal government will give on their 50% match. Local money from the State of Indiana will have to be available to match as well.

Double tracking begins just to the west of Tennessee Street in Gary. We will need INDOT to move US12 over to US20. We will then shift our track centers to the south, occupying a portion of the old US 12 alignment. This will allow NICTD to construct an eight car, high-level platform at Lake Street, straighten out the track to pick up speed, and construct storage tracks as well.

For the Michigan City project, when NICTD completed the Regional Cities application which was sponsored by the NWRDA, we ended the project at the LaPorte/Porter border. Although we did not win, NICTD received good press and support, so we want to take it two more miles through Michigan City and continue double tracking to Michigan Boulevard. At that point we will be out of the street and on our own right-of-way. By completing double track to Michigan Blvd we will be able to increase speed and the amount trains we can run.

Mayor Meer is in support of this project moving forward. Mayor Pete Buttigieg is 100% behind us, and the North Central RDA has committed \$800,000.00 towards the HDR study. The NWRDA has contributed \$1,600,000. We are in discussions with LaPorte County as well.

Mr. Noland discussed the timeline as it stands to date. We will complete everything needed prior to the public hearing in June, 2017 and everything will then be presented to the FTA in August, 2017. Projects from around the country are rated once a year (a rating analysis), and they must be submitted by August. Simultaneously, we will present the FTA with our request to do final engineering. We project that we should generate 5,000 – 8,000 new riders from double tracking the railroad, and thus the rating for this project should be high. Mr. Noland further stated that assuming our request receives approval, we would have started final engineering in January, 2018 and we would be asking the federal government in November 2018 for a full funding grant agreement to get the 50% federal share locked in for construction. Mr. Noland stated we will need to have the local share committed by August 2017. With a full

funding agreement, we could begin construction in April of 2019, finish up in late 2020 and start service in October of 2020. Mr. Noland noted that this is an aggressive schedule.

Mr. Evans stated that this is truly a banner day for this railroad.

Bikes on Trains and WiFi Update. Mr. Noland pointed out the miserable spring weather we have had to date. We are hopeful that with the improving weather, we will see increased bike traffic. He reminded the board that this is a pilot program, and that we have worked through a number of issues to date.

Mr. Matakovic, NICTD's CIO, stated that we have received positive media coverage and user feedback on the wifi project. Mr. Noland stated that this is a definite improvement to the train experience and ride quality.

Discussion of Universal Crossover Upgrade. Mr. Noland informed the Board that we began the installation of 3 higher speed universal crossovers on May 2 and should take approximately 2 months to complete. Our current universal crossovers are limited to a maximum speed of 15 mph. The new crossovers have a maximum speed of 40 mph enhancing safety by reducing the unlikely event of an overspeed approach in high speed territory. The Parrish Crossover is complete, and will be followed by Paul's and Clark. The universal crossovers are being installed by RailWorks. Our Line and Signal department is completing the overhead contact and signal work.

PTC Grant Application for Infill Building. NICTD needs a building to install the PTC in our passenger car fleet. Every building we have in Michigan City is currently being used for passenger rail car maintenance. Therefore, we need to build a place for Parsons, our PTC System Integrator, to work on two cars at a time to install PTC car borne equipment. We just had a bid opening, and Tony Siegmund will present the bids to the Board. It is hoped that by December we will have a facility for Parsons to install the PTC equipment. There is Federal Railroad Administration 80/20 discretionary grant money available for elements of the PTC project. We have applied for funding to help pay for the infill building, and expect to hear back later this fall on whether we were successful. We have estimated the cost of construction at \$2,000,000. If we receive the grant, we would receive \$1,600,000 from this grant.

RESOLUTION 16-04 AUTHORIZING THE ACQUISITION AND DONATION OF A RAILCAR FOR MUNICIPAL TRAINING PURPOSES.

Chairman Evans announced that there is a resolution before the Board regarding the acquisition and donation of a railcar.

Mr. Noland stated that NICTD has worked with Trustee Catanzarite to find an old railroad passenger car to train first responders for public safety use. We located an old Metra highliner car. We reached a purchase agreement with Metra, and we will take the car and arrange to have it delivered to South Bend. This resolution will authorize Mr. Noland to enter

into an agreement with the South Bend Fire Department for donation of this rail car, with the use of the rail car to be training first responders.

Mr. Catanzarite stated that the staff – Bill O’Dea and Ray Morehouse – had been helpful with this endeavor. South Bend had recently invested in a new training facility that, along with the donated rail car, will be a big draw for regional training of firefighters, especially in those counties served by the District.

Mr. Decker motioned to grant the General Manager authority to acquire and donate the railcar. The motion was seconded by Ms. Cid. The motion was approved unanimously.

RESOLUTION 16-05 REVISION TO THE DISTRICT’S DISADVANTAGED BUSINESS ENTERPRISE GOALS.

Mr. Noland stated that as part of the grant process with the federal government, we need to periodically reevaluate our DBE goals. To ensure NICTD is in compliance with the federal government mandates and in order to receive the benefit of federal capital dollars, we analyze the availability every few years. Joe Crnkovich is the NICTD DBE Officer as well as Grant Officer. Mr. Crnkovich stated that every third year NICTD submits to the Federal Transit Administration a revision to our DBE participation goal based upon the availability of disadvantaged business enterprises in our four-county area. This percentage changes from time to time. Mr. Crnkovich stated that over the next three years, the calculated DBE participation goal comes to 9.78%. Mr. Crnkovich presents Resolution 16-05, which sets the DBE participation goal at 9.78% for all federally funded contracts.

Mr. Repay motioned to approve Resolution 16-05. The motion was seconded by Mr. Kostielney. The motion was approved unanimously.

Mr. Noland pointed out that when NICTD is approved for the \$210,000,000 double tracking project, we will recalculate the DBE goal.

CAPITAL FARE INCREASE.

Mr. Noland stated that in order to pay for PTC, NICTD sold bonds and now has an annual \$6,150,000 debt service payment over the next 25 years. As a result of the debt service payment for PTC, NICTD does not have in-house funds available to match federal grant opportunities, most of which require a 20% local match, or funds to contribute to other worthwhile projects in partnership with other local agencies. To remedy this situation, we are proposing a two year fare increase of 2.5% per year that would be dedicated strictly to capital programs. NICTD held five public hearings in our four county service area and received both comments from the public hearings and written comments. This fare increase will generate \$1,000,000 per year once it is fully in place. Mr. Noland also explained that recently passed federal legislation increased the tax free transit benefit our riders can utilize that will actually lower their trip costs even with the latest fare increase.

Family Fare Program. Mr. Noland discussed the family fare program. He mentioned that because we do have capacity on the off-peak trains, he proposed that NICTD match the Metra program by permitting up to three children under 14 years of age to ride free with a paying adult on those off-peak trains.

Mr. Noland requested the Board approve the fare increase with the caveat that Mr. Casey restrict those funds for only use on capital improvements, as well as requested the Board approve the recommendation to increase the children under 14 from one to three.

Mr. Decker motioned to approve both recommendations. The motion was seconded by Mr. Repay. The motion was approved unanimously.

QUIET CARS!

Mr. Noland stated that NICTD has historically received requests to add quiet cars. Metra has had quiet cars for years, as have many commuter railroads across the country. Mr. Noland requested the Board approve one quiet car at the rear of each rush hour train between Millennium Station and Michigan City.

Chairman Evans asked whether quiet cars could be announced digitally in order to be quiet in those cars. Mr. Noland explained that they will remain audio and at the same decibel for safety reasons.

Ms. Cid motioned to approve both recommendations. The motion was seconded by Mr. Kostielney. Mr. Prankus asked for clarification as to whether the conductors and collectors will be expected to enforce the quiet cars. Mr. Noland responded that he does not expect enforcement, but education. Mr. Noland requested Mr. O'Dea discuss any information he might have received from Metra. Mr. O'Dea stated there will be no policing, and the Transit Police will not be policing quiet cars either. It is an education process. It is a peer dynamic as well. Mr. Prankus asked if there would be any signage available. Mr. O'Dea stated it will be a learning process, open to changes and adjustments. Chairman Evans stated that while he believes there will be a learning curve, NICTD's ridership should have quiet cars.

The motion was approved unanimously.

RECOMMENDATION
BRIDGE & BUILDING DEPARTMENT
SHOPS INFILL BUILDING ADDITION
Bid
May 20, 2016

A. SCOPE

The Engineering Department has requested bids for the construction of a building addition between the existing Line and Signal Building and the existing Shops Building, which will also be referred to as Shops Infill Building Addition. This building will be completed by December 1, 2016 and is needed to accommodate the routine maintenance work on the cars in conjunction with the Positive Train Control (PTC) installation. Bids were solicited for the work described and a public bid opening was held at the Dune Park Offices on Friday, May 13, 2016.

B. ADMINISTRATIVE REVIEW

1. Legal Notifications

The request for the Shops Infill Building Addition was advertised both regionally and nationally. The legal advertisement was placed in the following publications:

The Times
News Dispatch
South Bend Tribune
Chesterton Tribune
Gary Crusader
NICTD's Website

2. Bid Review

A total of fourteen (14) packets were mailed for the project prior to the bid opening. The request resulted in the receipt of three (3) bids.

3. DBE & Required Forms

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
Larson-Danielson Constr. Co., Inc. La Porte, IN	X	X	X	11.3%	X	X	X	X	X	X
Gariup Construction Co., Inc. Gary, IN	X	X	X	0%	X	X	X	X	X	X
Hasse Construction Co., Inc. Calumet City, IL	X	X	X	0%	X	X	X	X	X	X

C. ENGINEERING REVIEW & COST ANALYSIS

The bids were evaluated for responsiveness to the technical specifications. Larson-Danielson Construction Co., Inc. was deemed to be the lowest and most responsive bidder and took no exceptions to the technical specifications.

Engineer's estimate: \$2,416,458

Lowest and most responsive bidder was 37% (\$648,272) less than the Engineer's Estimate.

Larson-Danielson Construction Co., Inc.'s DBE amount was 11.3%. (\$199,141)

Name	Shops Infill Building Addition
Larson-Danielson Constr. Co., Inc. La Porte, IN	\$1,768,187
Gariup Construction Co., Inc. Gary, IN	\$1,896,500
Hasse Construction Co., Inc. Calumet City, IL	\$1,918,000

NICTD's Engineering Department has reviewed the bid and technical specifications and has deemed Larson-Danielson Construction Co., Inc. as a competent contractor.

D. DELIVERY

Larson-Danielson Construction Co., Inc. can meet NICTD's construction schedule.

E. RECOMMENDATION

The Staff recommends that Larson-Danielson Construction Co., Inc., La Porte, IN, be awarded the contract for the Shops Infill Building Addition in the amount of One Million Seven Hundred Sixty-Eight Thousand One Hundred Eighty-Seven Dollars and 00/100 (\$1,768,187.00).

The Staff is requesting that the Board grant the General Manager the authority to issue a Notice to Proceed for the Construction of the Shops Infill Building Addition at his discretion. Mr. Decker motioned to approve both recommendations. The motion was seconded by Mr. Catanzarite. The motion was approved unanimously.

RIDERSHIP & PERFORMANCE REPORT

Mr. Parsons stated that ridership was down 2.8% through April, and that off-peak weekday and weekend ridership is particularly weak. There have been some anomalies along with a cold, wet and miserable spring – especially on weekends. On Thursday, February 25th, we lost the a.m. rush hour because of a NIPSCO problem. We also had the derailment in Michigan City on Saturday, March 12th where we lost the entire day. Unfortunately it was the weekend that Chicago was celebrating St. Patrick's Day. We were expecting approximately 9,000 passengers, and we lost the complete day.

Mr. Parsons also stated that Metra Electric is down 4.3% through March. On time performance has also suffered. We had some real issues with track occupancy lights due to salt fouled ballast – both in Michigan City and near Portage/Ogden Dunes that affected trains on an intermittent basis. Mr. Parsons added that on time performance has also been affected by the universal crossover project. Even with a modified train scheduled during construction, weekday trains throughout the day are experiencing delays. Mr. Parsons informed the Board that one-way ticket volume is down which corresponds with the loss of off-peak and weekend ridership. However, one-way ticket revenue remains up primarily due to last year's fare increase. We continue to see ticket sales transition from ticket agents and collectors to the mobile app and ticket vending machines. In terms of overall ticket sales revenue was up about 7.7% for the year again reflecting the fare increase. Mr. Repay stated that there is still a lot of opportunity where the marketing and wifi can cross-market to increase app usage.

OPERATIONS REPORT

Mr. O'Dea reported on the impacts of the Universal Crossover project on train delays. He stated that we knew there would be delays but it was difficult to predict delay length and trains affected with any degree of confidence. Some were not anticipated. Parrish Crossover is now completed. The project was tackled with great efficiency. Mr. O'Dea stated that train 11, the express train to South Bend was adversely affected during this phase of the project. This

effort has been planned since back in January with many variables. Train 107 will be bused from this point forward from Gary to Michigan City because of the next phase of the crossover construction. Mr. O'Dea explained that all of these delays would have been reduced if NICTD had full double tracking. Mr. O'Dea stated that full project completion is expected by mid-June. Mr. O'Dea also informed the board that the diamond crossing of the CN railroad business lead to Centennial Steel east of downtown Gary is being renewed. Mr. O'Dea stated he believes the remainder of the year will have good on time performance when the crossover project is completed.

ADJOURNMENT

Mr. Biggs made a motion to adjourn. The motion was seconded by Mr. Repay. The motion was approved unanimously. The next NICTD Board Meeting is scheduled for July 29, 2016.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Dave Decker", with a long horizontal flourish extending to the right.

Dave Decker, Board Secretary