



**NORTHERN INDIANA
COMMUTER TRANSPORTATION DISTRICT**

33 E. U.S. HIGHWAY 12 • CHESTERTON, IN 46302-3514

PHONE: 219.926.5744 • FAX: 219.929.4438

**NORTHERN INDIANA COMMUTER TRANSPORTATION DISTRICT
BOARD MEETING**

May 29, 2015

Northern Indiana Commuter Transportation District

33 East U.S. Highway 12

Chesterton, IN 46304-3514

Public Session – 10:00 a.m. (CST)

BOARD MEMBERS PRESENT:

John Evans
Mark Catanzarite
Christine Cid

David Decker
David Prancus
Michael Repay

David Wickland
Mark Yagelski

OTHERS PRESENT:

Kevin Koyasu – Nippon Sharyo USA
Leslie Phemister – Active Trans
Steven Lyons – Passenger
Amy Cavalley – Post-Tribune
Nicole Barker – Save the Dune
Ryan Dykes – AC Inc.
Thomas Eaton – Miller Citizens Corp.
Andrew Fox – CSS&SB
Christopher Murphy – Structurepoint
Bob Moore – Quandel
Bill Otter – Quandel
Ders Anderson – Open Lands/Village of Burnham

Zack Suzuki – Sumitomo Corp. of Americas
Laurence Kirschner – Transystems
Gauld Williamson – Passenger
Paul F. Willer – Passenger
Greg Price – Passenger
George Rogge – Miller Business Association
Belinda Petroskey – NIRAC
Norman Carlson – Metra Board of Directors
Jim Nowacki – Resident of Gary, Indiana
Glen Campbell – Patrick Engineering
Dan Schulte – Quandel

STAFF PRESENT:

Michael Noland
Chuck Lukmann, Esq.
Chris Beck
Laura Harrington

John Parsons
Boris Matakovic
Greg Yovich
Lisa J. Johnson

Keith Casey
Robert Byrd
Anthony Siegmund

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 April 2, 2015. Christine Cid motioned to accept the Public Session and Executive Session Board minutes for April 2, 2015. The motion was seconded by Mark Catanzarite. The motion was approved.

PUBLIC COMMENT

Mr. Evans asked if anyone in the audience would like to make a public comment. Mr. George Rogge of Miller Beach thanked the Board for their consideration of Miller Station and the TIGER Grant.

Mr. Jim Nowacki of the City of Gary states appreciation for the attention given to the Miller Station and puts the Board on notice that improvements at the Miller Station does not equate acceptance of closing of any Gary stations and the station at Clark Road is necessary as well.

Ms. Leslie Phemister of the Active Transportation Alliance requested NICTD to “sign off” on the Burnham Greenway Trail. She feels the current state of the crossing is unsafe and it would be safer if the project went through.

Mr. Noland responded to Ms. Phemister that NICTD is not opposed to the bike path or bikes, but NICTD wishes to find the safest plan of action. NICTD was only recently brought in on the safety study, and NICTD will go through the process to find what is feasible.

Andrew Fox, President of the South Shore Freight Railroad, stated that South Shore Freight, who is co-user of the tracks and owner of the underlying realty, has also not signed off. South Shore Freight shares the same concerns as NICTD. Mr. Fox wishes to thoroughly investigate the option of a bike bridge as the only truly safe way to proceed.

Ders Anderson of Open Lands and project manager for the Village of Burnham on the bike trail being discussed stated that NICTD had been notified in 2013 of the trail crossing plans, but had not heard back. Mr. Anderson discussed that it will take 8 to 9 years to complete a bridge project, and he requests that pedestrian crossing gates and other improvements be made now.

ANNOUNCEMENT OF GUESTS

Mr. Noland introduced Mr. Koyasu of Nippon Sharyo USA and Zack Suzuki of Sumitomo Corp. of America. Mr. Noland told of the relationship between their companies and

NICTD beginning in 1982. Jerry Hanas discussed the history of the relationship as well. Mr. Noland presented a framed gift honoring this relationship to Mssrs. Koyasu and Suzuki.

Mr. Noland introduced Norman Carlson, Board Member of Metra. Mr. Carlson brings greetings from Mr. Oberman (Chairman of Metra's Board of Directors) and Mr. Orseno (Metra's Executive Director), who also appreciate the cooperation between NICTD and Metra on the West Lake Corridor Project. Mr. Don DeGraff, Mayor of South Holland and member of Metra Board, requested Mr. Carlson express that working with NICTD on a bi-state regional approach is needed to identify where additional investment is needed north of Kensington. To accommodate trains, capacity enhancements are necessary at Randolph Street. The signal system north of 67th is only one direction. The catenary system is now 90 years old. Metra looks forward to continued cooperation with NICTD to facilitate access for NICTD trains from the West Lake Corridor and any service enhancements you would like to add. Mr. Carlson asked the Board to support Mr. Noland's initiatives.

Mr. Noland thanked Mr. Carlson for his input and stated that NICTD is looking forward to continued work with Mr. Orseno and his team in looking at what improvements can be made.

GENERAL MANAGER'S REPORT

Indianapolis/Washington DC Update. In Indianapolis, Mr. Noland informed that the General Assembly approved the funding for the RDA, the reauthorization of the RDA and the funding necessary to move West Lake forward. Securing the local funding is vital to obtaining the federal 50% match.

From the federal standpoint, the big issue is Positive Train Control. PTC will not be in place on 1/1/16. There is likely going to be a bill that is going to allow for extensions to the 1/1/16 deadline. They (the FRA) will likely be very focused and very targeted (on granting extensions) and be based upon good faith efforts. We will be opening proposals from vendors in June. We hope to bring recommendations to the Board in July to hire a systems integrator for PTC.

NICTD's TIGER VII grant application for overhead wire renewal and track upgrade between South Bend and Michigan City.

Northern Indiana Regional Cities request for matching funds.

We are requesting \$21 Million of TIGER VII funds to be matched with a combination of \$4.5 Million of NICTD and new Regional Cities funding to renew catenary, replace rail and extend a passing siding in LaPorte County. Replacement of wire is vital to the reliability of the service and allows us the opportunity to move forward with service improvements. We have finished wire from Kensington to Michigan City. We started last summer and achieved about five miles (of new catenary) and plan to replace 6 miles this summer leaving a balance of 20

miles. The project will allow us to accelerate the catenary project and complete the construction in one year as opposed to 4 years. The project will be three components: (1) finish the wire project; (2) replace 8.5 miles of 100 lb rail with 115 lb. rail; and (3) extend the Birchim siding.

City of Gary's TIGER VII application for Miller Station including preliminary engineering for new station, railroad realignment, double tracking, high level boarding and storage tracks.

Gary is also applying for a TIGER VII grant. The Miller Station will be the first transit-oriented development project in the region. We are involved because we will be installing double track railroad from Tennessee Street in Gary to west end of Wilson east of Hobart Road. We will then have a continuous double track railroad from Randolph Street to the Arcelor Mittal plant. This will minimize delays and reduce travel time. We will install two high-level platforms in Miller as well as storage tracks and increase the service that is there. TIGER funding will help undertake the preliminary engineering in support of the environmental analysis required by NEPA. A rough estimate for this engineering work is \$4.5 Million. Our local share would be 20%. This project is a key component of the 20 year plan that the Board has approved.

WEST LAKE ENVIRONMENTAL REVIEW SCREENING PROCESS – IHB AND ST. JOHN DESIGN OPTIONS

Mr. Noland introduced Gary Foyle from AECOM to discuss this topic. During the course of the DEIS that is underway, we were carrying some design options. AECOM is working to advance the DEIS. Mr. Foyle reviewed the West Lake plan and discussed the core alignment.

Mr. Foyle referred to the West Lake study map showing the core alignment from Munster/Dyer to Burnham Ave via a new connection to the South Shore via Sibley St. The study team is also examining two alignment options:

- Sibley Street to 124th St. following the IHB/Kensington Branch.
- Extension of the core alignment from Munster/Dyer to St. John (terminating near US41).

The core alignment takes a shorter route that would be constructed on a new right-of-way, a combination of bridge structures and embankments – and is the shorter of the two – about 2.3 miles; the connecting point would be just east of the Hegewisch station.

The other design option uses the IHB Kensington Branch – which is a fairly lightly-used freight line. There are a number of issues with this option, one of which was that the line itself, before it entered the IHB Kensington Branch, would operate adjacent to the IHB mainline from just beyond the bridge structure. It would then fly over both the IHB and CSX at Cal/Park west of Burnham Ave. It also happens to be at a point where Commonwealth Edison has high-tension wires that would have to be raised. That would be one of the issues with this alignment. The other issue is in the Burnham Greenway as addressed earlier in the agenda. There are plans as

part of that trail project to have a grade separated trail structure that would flyover at the same location as the West Lake flyover. So the conclusions that we reached would be that the IHB route would be somewhat more costly at about 10% capital cost wise. But because it is longer at 5.3 miles vs. 2.1 miles on the alignment via Hegewisch station, there would be more ongoing maintenance costs associated with the IHB alignment. Another outstanding issue would be whether the railroad is willing to negotiate either a sale of a portion of the right-of-way for the use of West Lake or negotiate a trackage rights agreement.

Further north on this alignment the study team has identified some wetland and public land issues. So based on all of that, it is our recommendation to use the shorter alignment that would be via the direct connection from Sibley St. to the South Shore.

The other question dealt with the design option from Munster/Dyer to St. John. Mr. Foyle reported that there were advantages identified early on in the process including capturing high population growth that is occurring in the St. John area along with the option of a maintenance facility east of US 41. However, the option is estimated to cost at least \$200 Million. The relative increase in capital costs – as much as 1/3 – would be significantly more than the increase in ridership. AECOM is recommending that NICTD defer the extension to St. John to the next phase of the West Lake extension.

Mr. Noland is asking the Board to approve the recommended alignment and give us direction to narrow the focus and study the railroad from Munster/Dyer at Main through Hammond with a direct connection to the South Shore north of Sibley Street. That will allow us to continue to advance through the FTA's grant process.

Mark Yagelski motioned to accept the General Manager's suggestion. The motion was seconded by David Wickland. The motion was approved.

DISCUSSION AND REQUEST TO APPROVE INCREASE IN AECOM'S DEIS CONTRACT

Mr. Noland explained that we have a current agreement with AECOM to prepare a Draft Environmental Impact Statement on the West Lake Corridor Extension Project at a cost of \$2,930,000. They initiated their work in May 2014. Since the initial contract was executed a number of issues have arisen that were not anticipated in the original scope of services prompting the need to execute a scope and budget amendment.

The expanded scope includes:

1. A change from dual mode locomotives to electric multiple unit requiring an analysis of an overhead contact system similar to what we currently have on South Shore
2. Analysis of right of way acquisition parallel to the CSX route from Maynard junction Munster/Dyer at Main St. prompted by our concern that CSX may not permit an overhead catenary system over their railroad.

3. Thorough delineation of wetlands within the study area that may be impacted by the project. This was prompted by the Federal Transit Administration desire to address wetland mitigation at the draft EIS stage instead of during the final EIS.
4. FTA requirement that we extend the study from Kensington to Millennium Station. This requires a full level Environmental Impact Statement analysis be conducted on expanded study area, including a detailed noise assessment.

This budget amendment would increase the project budget by \$323,608. 100% of this increase is being funded by the NWI Regional Development Authority (approved on May 21, 2015). The new contract amount is \$3,253,608.

Christine Cid motioned to accept the General Manager's recommendation. The motion was seconded by Mark Catanzarite.

There was some board discussion regarding CSX concerns over joint use of their track. Noland responded that CSX concerns center on preserving future capacity and operating under catenary.

The motion was approved.

DISCUSSION OF PUBLIC COMMENT ON FARE INCREASE AND TITLE VI POLICY CHANGES

Mr. Noland reported on the series of 5 public hearings to gather public comments on our proposed Title VI policy changes and fare increase. We received comments and concerns regarding the fare increase, comments hoping for continuation of plans to improve the quality of service, service, frequency, delays, cleanliness, quality of alerts and notification from on-board personnel. We had individuals who expressed concern that we have a higher on-board fare than the pre-purchased discount. The public has had the opportunity to comment on the Title VI policy and we heard of no issues. Mr. Noland asks the Board to approve our Title VI policy.

David Decker motioned to approve the proposed Title VI Policy. The motion was seconded by Mike Repay. The motion was approved.

Mr. Noland discussed the need for a fare increase including Metra's increase and our obligation with our contract with Metra, our need to operate efficiently and to generally have a 50% fare box recovery. We have fallen below that and we need to do our share if we are going to ask for support in Indianapolis. In addition, we have PTC coming up, there will be significant operating expense in maintaining the system. Maybe an additional \$1 Million to \$2 Million in operation costs, personnel, licensing fees and we're about to head into that very shortly. We need to be prepared. Our costs are going up: health insurance costs, basic costs of doing business, and we haven't had a fare increase since 2012. The increase would range from 10-15% and includes an additional \$2 increase when purchasing a fare on board where either a ticket agent or ticket vending machine is available.

Mr. Noland noted that Mr. Pranckus has been leading the discussion on the fact that there are individuals out there that are unbanked. We have spent a considerable amount of time studying that issue. While we do not know precisely how much that affects our ridership, there is recognition that there are individuals out there that are unbanked. Not only would the unbanked be paying higher fares if they bought a ticket on the train from us, but currently, the unbanked pay on average between \$800 and \$1,000 a year more in check cashing fees because they go to a currency exchanges.

Banks now offer a number of programs to help customers with poor credit or other income issues to enter the banking system. One example is Peoples Bank. Peoples Bank has a program that with a \$25 initial deposit that will allow an individual to open a checking account with a debit card with no fees. So there are programs available.

We are asking the Board today to approve the overall fare increase, but stay implementation of the on-board fare while staff does additional due diligence about financial institutions that are available in the four county region and then promote those opportunities to our customers. Not only so they can take advantage of the discounted fare purchase that we are offering, for the myriad of other reasons we talked about where they are being hit with significant costs and fees that are higher than banked individuals' fees.

Mr. Evans asks if there is a motion. Mr. Pranckus asked what the study will be if only a few people take up on the People's Bank option. Mr. Pranckus stated that he has talked to a few board members on this topic regarding the unbanked and the regular riders who forget it is the first of the month and they forget to get their pass.

Mark Yagelski motioned to approve the proposed fare increase with stay on implementation of the on-board fare increase. The motion was seconded by Christine Cid. Christine Cid asked if somehow we could advertise online to remember to prepurchase your tickets.

Mr. Decker asks if the surcharge could be graduated into effect with \$1.00 initially and then a \$2.00.

The motion was approved.

REPORT FROM QUANDEL CONSULTANTS, LLC ON RESULTS OF BIKES ON TRAINS STUDY.

Bill Otter and Dan Schulte presented their update on the bikes on trains feasibility study being undertaken by NIRPC in cooperation with NICTD and several interest groups in the region. The purpose of the study is to identify what changes would be required to South Shore cars to enable the safe loading and storage of bicycles.

Mr. Otter explained NICTD's particular characteristics, including very full trains, cutting and adding cars both at Chicago and Carroll Avenue, unique overhead power system, three

different types of platforms, different lengths of platforms and different types of train cars. Reconfiguration of existing cars was discussed along with other options. In order to accommodate a maximum of 2 bikes in the ADA priority seating area would require the permanent removal of 3 seats in 58 single level cars. Safety concerns were discussed as were boarding and exiting time with a bicycle. South Bend, Dune Park and downtown Chicago had the largest survey response for wanting bikes on trains available. There is potential new revenue here. Mr. Otter went on to explain the various alternatives that were studied.

Mr. Schulte stated that Quandt is recommending the third alternative (i.e., adding specific bike-friendly trains with reconfigured cars). This is the market-based bike-car alternative. Final design, car modification and bike rack installation is approximately \$1 Million. There is a total anticipated cost of \$9.9 Million over a five year period. Next step is to define a funding plan.

Mr. Repay asked questions and discussed NICTD policy regarding bikes on trains. Mr. Repay indicated he will be looking for a proposal that shortens the time frame for permitting bikes on trains at the next meeting. Mr. Decker asked about the older stock being reconfigured for bike cars. Mr. Noland explained that the 1982 cars would be in line for this. He also discusses his strong concern that bikes on trains be handled with consideration to all the issues involved. It needs to be done right.

DISCUSSION AND APPROVAL OF ADDITIONAL MARKETING INITIATIVES FOR 2015-2016

Mr. Noland requested that AC, Inc reexamine their marketing/advertising initiatives and increase our presence along the Lake Michigan area communities in terms of local targeted print media, a greater radio presence promoting the Sunrise Express and additional billboard purchases.

We had initially proposed a \$150,000 budget for the April 2015 thru March 31, 2016 time frame. They are proposing an increase of \$69,395, based upon our requested enhancement of our marketing efforts, bringing the total advertising/marketing contract to \$219,395 with \$162,352 budgeted for paid media.

Mike Repay motioned to approve the proposed increased marketing budget. The motion was seconded by Mark Catanzarite.

Mark Catanzarite states that he would like more enhancement in our messages. Mr. Noland concurs. Christine Cid comments that during her participation of the Sunrise Express debut, the riders liked seeing the board and employees out there at the stations. She believes we should do more of that.

The motion was approved.

RIDERSHIP & PERFORMANCE REPORT

John Parsons provided a ridership and on time performance update through April. He reports that ridership has increased 1.7% compared with the same period last year. Average weekday ridership is up 0.8%. With average rush hour ridership up 1.4% while average off-peak is down 1.1%. Weekend ridership is off by 0.1%. We continuously monitor on time performance. We use the industry standard defining a train as on time if it arrives at its terminal within 5 minutes and 59 seconds of its schedule arrival. Compared to last year, we are just under 90% on time for our peak service. Weekend/off-peak is at 88.8% - again an improvement. Overall, on-time performance has improved to 88.9% compared to 84% last year.

Sunrise Express - Morning rush hour ridership patterns are still in flux with the addition of new westbound express train 6, together with the changes in the stopping patterns of the other morning rush hour trains to Chicago. As a result NICTD staff analyzed the patronage of westbound trains 104, 6, 106 and 108. For the first 60 days of operation of the express trains, March 16 to May 15, there has been a net increase of 121 passengers each weekday. As noted NICTD goal is a 50% farebox recovery ratio.

Applying this 50% ratio, the additional annual revenue from the new service exceeds the "above the rail" (direct operating) costs by approximately \$10,000. This supports the growing consensus among certain transit properties that the combination of reduced transit time and increased service yield positive operating results. It also reinforces NICTD's desire for double-track to mitigate the impact of operating anomalies between Michigan City and Chicago.

Mr. Noland discussed that while Metra's on-time average is approximately 95% compared to NICTD's 89%, NICTD is operating service where roughly 57% of the railroad is single-track railroad with a limited number of passing sidings.

Mr. O'Dea reminded the Board that we have some timetable adjustments coming on July 1, 2015 designed to reduce these single track conflicts and improved on time performance.

Mr. O'Dea discussed the April 27, 2015 service disruption and acknowledged that it was a very difficult evening commute with Train 15 breaking down near 57th Street. A difficult situation was compounded because a southbound Norfolk Southern train operating on Canadian National through Kensington on the wrong track, had one of its containers strike a bridge south of Kensington blocking the Kensington interlocking for several hours preventing our trains from crossing between the MED and South Shore tracks. In 2015, our passengers' expectation for proper communication is very high. Our communications on this day did not work as effectively as it should with gaps, etc. We have taken steps to improve our situation including retraining, broadening our response team, and continue to improve our communications. We will also be meeting with Canadian National and have reached out to their general manager to improve communication between the CN and NICTD.

PROPOSAL/BIDS REVIEW AND APPROVAL

RECOMMENDATION LINE SIGNAL DEPARTMENT Taylor Road Signal House May 29, 2015

A. SCOPE

The Line Signal Department has requested bids for the Taylor Road Signal House to be installed in Gary, Indiana. Bids were solicited for the Signal House and a public bid opening was held at the Dune Park Offices of the Railroad on Tuesday, May 26, 2015.

B. ADMINISTRATIVE REVIEW

1. Legal Notifications

The request for the Signal House was advertised throughout the region and nationally. The legal advertisements were placed in the following publications:

APTA
News Dispatch
The Times
Chesterton Tribune

Gary/Chicago Crusader

South Bend Tribune
NICTD website

2. Bid Review

A total of five (5) packets were requested for the signal house prior to the bid opening. The request resulted in the receipt of one (1) bid.

The bid was evaluated for responsiveness to determine if it could be accepted for further review. The company was deemed to be responsive.

It was determined that all necessary forms and requirements have been submitted 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 Federal Transit Administration (FTA).

C. ENGINEERING REVIEW & COST ANALYSIS

Cost and Responsiveness Evaluation:

The Bid was evaluated for responsiveness to the Technical Specifications. The bidder was responsive.

TAYLOR ROAD SIGNAL HOUSE BID TABULATION SHEET 2015										
Contractor Name	Total Bid Amount	Form 95	Eligible Bidder	Lower Tier	DBE %	Non-Discrim.	Rest. Lobby	Drug Free	Buy America	Cert. of Qual.
Progress Rail Services Woodridge, IL	\$74,304.43	X	X	X	1.86%	X	X	X	No	X

Lowest responsive bidder DBE – 1.86% (\$1,380.53)

Engineering Estimate	\$132,000.00
Lowest Responsive Bidder	\$ <u>74,304.43</u>
43% Less than Eng. Estimate	\$ 57,695.00

D. DELIVERY

Progress Rail can meet the required delivery date schedule.

E. RECOMMENDATION

The Staff recommends that the Contract be awarded for the Taylor Road Signal House to Progress Rail Services Corporation, Albertville, AL, for an amount of Seventy-Four Thousand Three Hundred Four Dollars and ⁴³/100 (\$74,304.43).

Mr. Repay made the motion that Progress Rail Services Corporation, Albertville, AL, be awarded the Taylor Road Signal House Contract in the amount of Seventy-four Thousand Three Hundred Four Dollars and 43/100 (\$74,304.43). The motion was seconded by Mr. Decker. The motion was approved.

RECOMMENDATION
ENGINEERING DEPARTMENT
Replacement of Optic Transceivers for the Fiber Optic System
Sole Source Proposal
 May 29, 2015

A. SCOPE

NICTD's fiber optic system was installed 9 years ago as part of the Centralized Traffic Control Project. General Electric was the manufacturer of the installed fiber optic terminal equipment sold under the product name "JungleMux". OC-12 optic transceivers have a life expectancy of 10.5 years and are also approaching obsolescence. The replacement OC-48 optic transceivers have quadruple the data carrying capacity as the previous version and will greatly expand NICTD's electronic communication capacity. Like the OC-12 transceiver, the OC-48 transceivers also have a life expectancy of 10.5 years. The replacement of these optic transceivers is a critical element of NICTD's Positive Train Control (PTC) implementation plan to ensure robust communications. The total cost includes on-site assistance for replacement along with a buy back of the old OC-12 equipment.

B. AVAILABLE SOURCES

GE Multilin. Original equipment manufacturer (OEM).

Sole Source: No other manufacturer's product will work with the GE JMUX system.

C. PRICING

See chart.

Item	Quantity	Cost Each	Total:
OC-48 Upgrade per Location	Lot	513,210	\$513,210
Field Service Per Scope of Work	Lot	44,600	\$44,600
OC-12 Optics Buyback	98	750	-\$73,500
Management Discount	Lot	88,529	-\$88,529
E1000 Discount	Lot	8,683	-\$8,683
			\$387,099

Price is equal to or less than what other users would pay based on a similar sized order.

D. RECOMMENDATION

The staff recommends that General Electric Company be awarded the Contract for the replacement of Optic Transceivers for the fiber optic system in the amount of Three Hundred Eighty-Seven Thousand Ninety-Nine Dollars and 00/100 (\$387,099.00).

Mr. Repay made the motion that General Electric Company be awarded the Contract for the replacement of Optic Transceivers for the fiber optic system in the amount of Three Hundred

Eighty-Seven Thousand Ninety-Nine Dollars and 00/100 (\$387,099.00). The motion was seconded by Ms. Cid. The motion was approved.

**RECOMMENDATION
ADMINISTRATION
Insurance Broker Services
Proposal
May 29, 2015**

A. SCOPE

The District currently contracts with an Insurance Broker to design, market, place, and service our general liability and property insurance programs. This service includes the analysis of our current insurance program and making recommendations for restructuring into a program that provides the most favorable pricing and the best coverage limits.

These types of professional services should have the market place tested from time to time to ensure we have the most aggressive and cost effective approach. The brokerage firm selected needs to have a unique approach to our implementation of PTC and how we can extend our coverage without exceeding our budget for this service.

B. ADMINISTRATIVE REVIEW

1. Legal Notifications

The request for Insurance Broker Services was advertised throughout the region and nationally. The legal advertisements were placed in the following publications:

News Dispatch
The Times

Gary/Chicago Crusader
Chesterton Tribune

South Bend Tribune
NICTD website
APTA

2. Proposal Review

A total of eleven (11) packets were requested for the Insurance Broker Services prior to the proposal opening. The request resulted in the receipt of four (4) proposals.

The proposals were evaluated for responsiveness to determine if they could be accepted for further review. It was determined that all 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 Federal Transit Administration (FTA).

C. STAFF REVIEW

Team Evaluation Review:

The team was composed of three (3) individuals that evaluated the proposals on:

- Qualifications of the firm
- Qualifications of the personnel
- Program approach
- Fee structure
- Execution of forms and certificates

The evaluation review resulted in interviews with AON Risk Services and Marsh as the two strongest firms to further discuss scope of work.

Insurance Broker Services	TOTALS	
	Score	RANK
Proposer		
AON Risk Services	315	1
Marsh	290	2
Mesirow Financial	255	3
Lockton Companies	210	4

Highest ranked proposer has a DBE participation of 10.56%.

The interviews revealed that AON Risk Services had the most aggressive approach to marketing NICTD's insurance program abroad and presented several ideas on how they plan on minimizing the cost for the additional coverage that PTC will require. AON's proposal included a detailed time schedule to meet our current renewal dates along with a staffing chart of experienced Brokers and which areas of interest they will be handling. The staff expressed a great deal of expertise and also made suggestions for a review of coverage and valid reasons to why this should be done. AON has been the insurance broker for NICTD prior to the previous contract.

Independent Cost Estimate: \$505,000.⁰⁰

D. RECOMMENDATION

The Staff recommends that the Board grant the authority for the General Manager to award the contract to AON Risk Services, Inc. in the amount of Three Hundred Thousand Dollars

and ⁰⁰/100 (\$300,000.⁰⁰). The contract has a term length of 4 years with a one year optional extension. The fixed annual fee is Sixty Thousand Dollars and ⁰⁰/100 (\$60,000.00) per year for the length of the contract.

Mr. Repay made the motion that Aon Risk Services, Inc. in the amount of Three Hundred Thousand Dollars and 00/100 (\$300,000.00) with a fixed annual fee of Sixty Thousand Dollars and 00/100 (\$60,000.00). The motion was seconded by Mr. Catanzarite. The motion was approved.

RECOMMENDATION
ENGINEERING
Engineering Services for Multiple Projects
Proposal
May 29, 2015

A. SCOPE

The District is looking to engage engineering firms to perform a detailed inspection and develop plans and bid specifications for the projects listed below.

- EJ&E Bridge - Replace Center Span
- Industrial Highway Bridge - Structural Repairs and Paint
- Columbia Avenue Bridge - Structural Repairs and Paint
- Highway 39 Bridge - Structural Repairs and Paint
- Gary Compound - Building Addition
- Oak Avenue Bridge - Removal and Backfill

All of these projects have a completion date for design for early December, so the District can go out for competitive bids and present these results to the board in January 2016.

B. ADMINISTRATIVE REVIEW

1. Legal Notifications

The request for Engineering Services for the projects described was advertised throughout the region and nationally. The legal advertisements were placed in the following publications:

News Dispatch
The Times
Gary/Chicago Crusader
Chesterton Tribune
South Bend Tribune
NICTD website
APTA

2. Proposal Review

A total of twenty-two (22) packets were requested for the Engineering Services prior to the proposal opening. The request resulted in the receipt of thirty (30) proposals from twelve (12) different firms.

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 Federal Transit Administration (FTA).

C. STAFF REVIEW

Team Evaluation Review:

The team was composed of three (3) individuals that evaluated the proposals on:

- Project Understanding / Technical Approach.
- Project Management / Execution Plan
- Qualifications of Project Personnel
- Demonstrated experiences in managing similar projects
- Demonstrated capability to properly & timely complete the Project.
- Execution of forms and certificates

The results of the evaluations are summarized on the last page.

NICTD's Administration and Staff reviewed the proposals submitted as required by FTA regulations following the Brooks Method for evaluating Architectural and Engineering (A&E) contracts. The Brooks Method is used to identify the firm that has the best proposal. Pricing is only reviewed after the best proposal has been identified.

AECOM was the most competent and responsive firm for 2 of the projects. AECOM had the best proposal for the EJ&E bridge and the Industrial Highway bridge. Their proposals were very detailed on the scope of work and very specific to what needs attention on these bridges and the coordination with adjacent right of ways and utilities.

DLZ had the best proposals for the remaining 4 projects. DLZ's technical approach was far more detailed on these projects and this separated them from their competing engineering firms. DLZ was the only firm to submit a proposal on all 6 projects and was the only firm to present a proposal for Oak Avenue Bridge. NICTD did review staffing levels with DLZ to ensure they could handle all four projects. DLZ presented a detailed staffing schedule with different personnel on each project and estimated man hours for each phase. This breakdown will be used to track progress of each project and ensure we stay on schedule.

The Independent Cost Estimate (ICE) for all six (6) projects is \$850,000.00. The following table represents the initial proposed cost of these engineering services for each project compared to the ICE and the revised pricing. The revised pricing was the result of some economies of scale and also removing some services that could be completed by the NICTD staff. Both firms, AECOM and DLZ had DBE commitments of 10.56% for all projects submitted.

AECOM		Independent Cost Estimate	Revised Proposal	
EJ&E Bridge	\$270,786	\$275,000	\$265,058	
Industrial Highway Bridge	\$143,270	\$150,000	\$131,432	
Total	\$414,056	\$425,000	\$396,490	4% Negotiated decrease

DLZ		Independent Cost Estimate	Revised Proposal	
Columbia Ave Bridge	\$100,500	\$100,000	\$95,700	
Highway 39 Bridge	\$106,100	\$75,000	\$101,900	
Gary Compound Bldg	\$197,734	\$175,000	\$168,985	
Oak Avenue Bridge	\$50,300	\$75,000	\$46,800	
Total	\$454,634	\$425,000	\$413,385	9% Negotiated decrease

Grand Total	\$868,690	\$850,000	\$809,875	7% Negotiated decrease
--------------------	------------------	------------------	------------------	-------------------------------

Another part of the Engineering Firm's scope of work will be to provide Construction Management for the project. NICTD will approach the Board in the future, once this item can be determined when design and bidding are complete. There will be similar economies of scale if the Board agrees to award the same engineering firm the work of Construction Management. One inspector may be able to manage 2 or 3 projects, as different phases of each job will require varying amounts of inspection.

D. RECOMMENDATION

The Staff recommends that the Board grant the authority for the General Manager to award contracts to AECOM and DLZ for the projects detailed above. The contract amounts awarded to AECOM would be for \$265,058 for the EJ&E Bridge and \$131,432 for the

Industrial Highway Bridge. The contract amounts awarded to DLZ would be \$95,700 for Columbia Avenue Bridge, \$101,900 for Highway 39 Bridge, \$168,985 for Gary Compound Building Addition and \$46,800 for Oak Avenue Bridge.

EVALUATION OF PROPOSALS
Engineering Consulting Services 2015

EJ&E Bridge Engineering	TOTALS	
Proposer	Score	RANK
AECOM	47	1
DLZ	44	2
HDR Inc.	41	3
Alfred Benesch & Co	27	4
Patrick Engineering	25	5
Trans Systems	25	6
H.W. Lochner	24	7
Bowman, Barrett, & Assoc.	23	8
Harry O. Hefter-Assoc.	22	9
STV Inc.	22	10

Industrial Highway Bridge Engineering	TOTALS	
Proposer	Score	RANK
AECOM	75	1
DLZ	72	2
HDR, Inc.	54	3
Simpson Gumpertz & Heger	54	4
American Structurepoint	44	5

Columbia Ave. Bridge Engineering	TOTALS	
Proposer	Score	RANK
DLZ	67	1
AECOM	56	2
Simpson Gumpertz & Heger	50	3
HDR Inc.	47	4
American Structurepoint	46	5
Patrick Engineering	41	6

Highway 39 Bridge Engineering		TOTALS	
Proposer	Score	RANK	
DLZ	78	1	
HDR, Inc.	67	2	
American Structurepoint	57	3	
Simpson Gumpertz & Heger	55	4	
H.W. Lochner	43	5	

Gary Compound Bldg Engineering		TOTALS	
Proposer	Score	RANK	
DLZ	131	1	
American Structurepoint	100	2	
Harry O. Hefter-Assoc.	69	3	

Oak Avenue Bridge Engineering		TOTALS	
Proposer	Score	RANK	
DLZ	300	1	

Mr. Repay made the motion that AECOM and DLZ be awarded the projects detailed above. The contract amounts awarded to AECOM would be for \$265,058 for the EJ&E Bridge and \$131,432 for the Industrial Highway Bridge. The contract amounts awarded to DLZ would be \$95,700 for Columbia Avenue Bridge, \$101,900 for Highway 39 Bridge, \$168,985 for Gary Compound Building Addition and \$46,800 for Oak Avenue Bridge. The motion was seconded by Ms. Cid. The motion was approved.

ADJOURNMENT

Mr. Evans called for a motion to adjourn. Mr. Decker made the motion to adjourn. The motion was seconded by Mr. Repay. It was so moved. The next NICTD Board Meeting is scheduled for July 31, 2015.

Respectfully submitted,

Christine Cid, Board Secretary