

**To:** President and Members of the Munster Town Council  
**From:** Patricia Abbott, Controller/Interim Town Manager  
**Date:** March 17, 2025  
**Re:** NICTD Invoices

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On May 16, 2022, the Munster Town Council executed two written commitments and agreements with the Northern Indiana Commuter Transportation District (NICTD). The First Written Commitment and Agreement directed NICTD to authorize its Design-Build Contractor to proceed with a change order for the design and construction of the platforms at the new Ridge Road and Main Street passenger train stations. This is what is commonly referred to as the “betterments.” This includes material upgrades for the platform and a covered bike canopy at both stations. At the Main Street it also includes material upgrades for the underpass entrance, site improvements with pavers, a stone-faced knee wall, improved signage, extended sidewalks, benches, and bike parking. The additional design and construction costs were estimated at \$6,007,657.87.

The Second Written Commitment and Agreement, for \$397,175.59, directed NICTD to authorize its Design-Build Contractor to proceed with the design and construction of the alternate location of the water main between Fisher Street and the Canadian National/Grand Trunk Western Railroad. Additional fire hydrants, a gate valve, relocation of the 8” stub for the Kenmara site, and tracer wire for pipe identification.

NICTD pays the contractors directly for both the betterments and the watermain work. They then invoice the Town with supporting documentation for reimbursement. For a time, invoices were received monthly. Staff turnover at both entities led to the invoices being sent to the wrong location. The mix-up was recently discovered, and the invoices were forwarded to the proper address.

Staff met with NICTD several times to go through the past-due invoices to ensure accuracy. Normally, these invoices would be included with the regular Voucher Registers. Because of the situation, this group of invoices is being presented separately to Council. Future invoices will go through the regular voucher process. Adequate funding is available and budgeted for what was anticipated for 2025 work. Because of the backlog of invoices, there will be an additional appropriation request soon.

Retainage of 5% is withheld which will be paid when the project is complete. The current total retainage is \$98,456.45.

**RECOMMENDED ACTION:**

By motion and voice vote, approve the invoices due to NICTD totaling \$1,870,672.66 to be paid from the TIF Allocation Fund.