

**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE LOCAL PUBLIC AGENCY  
AND THE NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION  
FOR PARTIAL REIMBURSEMENT OF COSTS FOR A ROAD SAFETY AUDIT**

The purpose of this Memorandum of Understanding (MOU) is to establish the terms by which the LOCAL PUBLIC AGENCY (LPA) and the Northwestern Indiana Regional Planning Commission (NIRPC), hereafter collectively referred to as the “PARTIES”, will collaborate on partial reimbursement of consultant fees to conduct a Road Safety Audit (PROJECT).

**WHEREAS**, NIRPC has, through a qualifications-based procurement process, retained a consultant to conduct Road Safety Audits on roads in multiple communities within the three counties comprising NIRPC’s Metropolitan Planning Area (MPA); and

**WHEREAS**, NIRPC solicited applications for Road Safety Audit locations from the municipalities and counties within the MPA, ranked the locations according to criteria accepted by the Indiana Department of Transportation, and selected those locations with the highest crash severity for the PROJECT; and

**WHEREAS**, the selected locations are listed in Appendix A of this MOU; and

**WHEREAS**, one of the selected locations was submitted by and is located within the LPA; and

**WHEREAS**, NIRPC has \$63,212.00 remaining in its contract with the consultant for the PROJECT; and

**WHEREAS**, NIRPC has programmed and agreed to provide \$50,570.00 (80% of the PROJECT cost) in federal Highway Safety Improvement Program (HSIP) funding to complete the PROJECT; and

**WHEREAS**, \$12,642.00 (20% of the PROJECT cost) in local match funding is required for the HSIP funding; and

**WHEREAS**, the LPA has agreed to contribute \$1,806.00 as a proportional portion (1/7) of the required matching funds to complete the PROJECT; and

**NOW, THEREFORE**, in consideration of the foregoing and the mutual promises, terms, and conditions set forth herein, and in the spirit of intergovernmental cooperation, the PARTIES agree as follows:

1. Incorporation of preambles. The preambles set forth above are incorporated herein and made a part thereof.

2. Payment Procedures: NIRPC shall submit an invoice to the LPA for their proportional share of the local matching funds. No Road Safety Audit within the LPA will be commenced until local payment to NIRPC is satisfied.
3. Development of the PROJECT. The PARTIES hereby agree to participate in the PROJECT, which will include participating in virtual and on-site meetings with NIRPC and the consultant and reviewing draft and final PROJECT reports.
4. Lead agency. The PARTIES hereby recognize NIRPC as the lead agency for the PROJECT. In its capacity as the lead agency, NIRPC shall be responsible for coordinating all aspects of the PROJECT with the consultant, including project management, QA/QC, and payment of invoices.
5. Deliverable: The LPA shall receive an electronic copy of the final Road Safety Audit report.

**IN WITNESS WHEREOF,** the PARTIES, through their duly authorized representatives, have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein. The effective date of this MOU is the date of the signature last affixed to this page.

Local Public Agency: \_\_\_\_\_

By: \_\_\_\_\_  
*Name, Title:*

Date: \_\_\_\_\_

Attest: \_\_\_\_\_

NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION

By: \_\_\_\_\_  
*Name, Title:* Ty Warner, Executive Director

Date: \_\_\_\_\_

Attest: \_\_\_\_\_

## ATTACHMENT A

### 2025 List of Road Safety Audit Applicants and Locations

Applicant	Location
Lake County	117th Ave and Parrish Ave
Munster	Calumet Ave and Ridge Rd
Crown Point	Indiana Ave and Summit St
Highland	45th Ave and Kennedy Ave
Hammond	Hohman Ave and Gostlin St
Michigan City	Coolspring Ave and Woodland Ave
Hobart	61st Ave and Liverpool Rd