



## Section 305 Next Generation Corridor Equipment Pool Committee (NGEC)

Monthly Activities Report: December 31, 2017

Submitted by: Steven J Hewitt, Program Manager, S305 NGEC

### Public law 110-432 required Amtrak to:

*...establish a Next Generation Corridor Equipment Pool Committee, comprised of representatives of Amtrak, the Federal Railroad Administration, host freight railroad companies, passenger railroad equipment manufacturers, interested States, and, as appropriate, other passenger railroad operators.*

*"The purpose of the Committee shall be to design, develop specifications for, and procure standardized next-generation corridor equipment.*

*(b) Functions – the Committee may –*

*1) Determine the number of different types of equipment required, taking into account variations in operational needs and corridor infrastructure.*

*2) Establish a pool of equipment to be used on corridor routes funded by participating states; and*

*3) Subject agreements between Amtrak and States, utilize services provided by Amtrak to design, maintain and remanufacture equipment."*

### Executive Board

**Chair: Eric Curtit, Missouri DOT**

**Vice Chair: Charles King, Amtrak**

**Secretary: Ray Hessinger, NYSDOT**

**Treasurer: Tim Ziethen, Amtrak**

**The Executive Board holds bi-weekly conference calls – Tuesday's at 11:30am Eastern**

During the month of December 2017, the Executive Board met on the 5th and the 19th.

Highlights, decisions, and action items from the month of December 2017 include:

- Mid-West States – Section 6 progress report:

As of 12-19-17, the states continued to work on the comments received from FRA on the DRAFT Section 6 plan. The next meeting will be a sit down with FRA to work through the document together and, hopefully complete it. This meeting will take place in January 2018.

- Finance and Administrative Subcommittee Monthly Progress Report – Tim Ziethen, Amtrak:

The Finance and Administrative subcommittee (FASC) last met on 12-13-17.

On 12-13-17, the subcommittee approved proposed revisions to the NGEC Grant SOW which addresses the move of the 514 subcommittee's responsibilities to SAIPRC. Additionally, the FASC revised the SOW to allow for the flexibility to have the functions of the Revision Control Coordinator (RCC) performed by a consultant and/or in house-Amtrak.

Chairman Ziethen has been working with Amtrak Grants to coordinate the changes and make sure the appropriate steps are taken.

Also on 12-13-17, the FASC outlined its steps for developing the Annual Meeting Progress report of the subcommittee and the Treasurer's report.

On today's Executive Board call (12-19-17) the FASC has two items that it has submitted for Board discussion and consideration:

1. The Proposed Revisions to the NGEC By-Laws and Operating Procedures as approved by the FASC on 11-15-17 and distributed in writing to the NGEC Executive Board on 11-16-17.
2. The proposed revisions to the NGEC Grant SOW as approved by the FASC on 12-13-17 and submitted to the NGEC Executive Board on 12-13-17.

Next FASC meeting 1-10-18 – next Exec Board Update 1-16-18

On 12-19-17, the NGEC Executive Board adopted the revisions to the NGEC By-Laws and Operating Procedures as submitted and presented by the Finance and Administrative subcommittee.

On 12-19-17, the NGEC Executive Board approved the proposed revisions to the Grant Agreement SOW as submitted and presented by the Finance and Administrative subcommittee.

Following the Board meeting on 12-19-17 – the revised/adopted By-Laws were distributed by Steve Hewitt, Program Manager for the NGEC, to all NGEC Executive Board Members in final form and submitted to AASHTO for posting.

Following the approval of the revisions to the SOW, Finance and Administrative subcommittee chair, and NGEC Treasurer Tim Ziethen, Amtrak, was tasked with providing the revised document to Amtrak and FRA Grants offices. Jeff Gordon, FRA, agreed to be sure that FRA grants was aware of the action taken and that Amtrak Grants would be reaching out.

- 514 Subcommittee CIP Update:

The 2018-2022 CIP Update was approved, as presented, on 12-19-17 by the NGEC Executive Board.

A final version was distributed to all NGEC Executive Board members and was sent to AASHTO for posting on the NGEC website.

- Equipment Acquisition and Ownership Best Practices Working Group:

The Equipment Acquisition and Ownership Best Practices Working Group held its third conference call meeting on 12-14-17. On the call, the group agreed to develop "big bucket" topics and to submit those topics to Chairman Curtit and Steve Hewitt in advance of the next call – 1-11-18.

Next Board Update 1-16-18

- Multi-state Car Procurement (Caltrans - Lead State):

On 12-19-17, in the absence of a representative from Caltrans, Steve Hewitt provided the update that had been given by Momo Tamaoki, Caltrans, on 12-14-17 for inclusion in the minutes of the last Technical subcommittee call:

- *SCOA/Siemens submitted early CDRLs such as project management plan, engineering plan, and monthly progress format to Caltrans on time. Caltrans IDOT compiled our comments and they will be sent on 12/15/2017.*
- *Detailed Master Schedule will be submitted by SCOA/Siemens by 1/5/2018.*
- *The design Familiarization Meetings will be held in the week of 12/18. We will review Toilet System, Carshell, Safety Appliance, DCRs.*
- *Working with Amtrak to start reviewing the shipping and testing and other pre-revenue items.*
- *We are still estimating that production of the railcars will begin in summer of 2018.*

- Status Update: Diesel-Electric Locomotive Procurement:

As of 12-19-17, the status of activities related to the "Charger" Locomotive procurement as provided by Illinois DOT:

- a) IDOT has completed conditional and final acceptance with Siemens on all 33 units.
- b) 110 mph hour testing in MI and the Chicago/St. Louis line is scheduled with Amtrak for January 8<sup>th</sup>. We are able to do the testing during a time when UP will turn off cab signal in that territory.
- d) Twenty-One Chargers are currently in the Midwest. Two more units are scheduled to ship the first week of Jan.
- e) The locomotives stored at TTCI will ship to Chicago, as soon as storage space becomes available. Storage space in Chicago is being freed-up with the re-deployment of P-42 locomotives by Amtrak.
- f) All WSDOT Units have been accepted into revenue service.
- g) All Caltrans Locomotives have been accepted into revenue service.
- h) The Failure Review Board is established, with all JPE's included and Siemens and Amtrak representatives are participating in the meetings.
- i) Recurring bi-weekly warranty meetings with the JPEs are also being held by Siemens.

- Appointing a nominating committee – Eric Curtit:

Per the NGEC By-Laws:

*The Chair shall appoint, not less than two months prior to the Annual Meeting, a Nominating Committee consisting of three (3) voting members of the Committee, which shall be responsible for presenting a list of the state representatives selected to serve as members of the Executive Board to be elected at the Annual Meeting. Following election of the Executive Board, the members of the Executive Board will elect the Officers of the Executive Board.*

*Newly elected Officers shall assume office at the conclusion of the Annual Meeting at which they are elected.*

On 12-19-17, Chairman Curtit announced that he has appointed Ray Hessinger, NYSDOT, and Tim Hoeffner, Michigan DOT, to serve, along with Eric, (who will chair), on the nominating committee.

- Revising the NGEC Educational two-pager:

As of 12-19-17, the NGEC two-pager educational document was still undergoing review of proposed revisions/updates by the Finance and Administrative subcommittee.

- 2018 NGEC Annual Meeting -2-23-18 – Steve Hewitt:

Steve Hewitt provided a brief overview of the early DRAFT agenda for the 2018 NGEC Annual Meeting. Members are asked to review the draft and provide input on additional topics or changes by the next call 1-16-18.

The agenda can be used in its current form to submit for travel approval, even though some topics and/or order may change.

Those who are speakers/presenters are asked to confirm their attendance asap. Steve Hewitt will provide the NGEC PowerPoint template to all speakers.

Amtrak was asked to determine who will present the Amtrak update – usually a representative from Amtrak Government Affairs gives the presentation.

FRA is asked to inform the Chair (and Steve) as to who will provide the FRA update.

Tim Ziethen, Amtrak, agreed to connect with Amtrak Government Affairs and provide the name of the speaker to Steve Hewitt.

Jeff Gordon, FRA, agreed to check in with FRA to determine who will present its update and provide Steve Hewitt with the name. Following the 12-19-17 call, Jeff informed Steve that, as of now, Michael Lestingi will provide the FRA update for the Annual Meeting.

Following the 12-19-17 call, Steve Hewitt was in contact with Kamasha Hendricks, AASHTO meeting planner, and was provided with information on the Hotel Room block and was provided with timelines for submitting names of attendees to Kamasha and the items needed to be printed for handout packets.

Subsequently, Steve Hewitt provided all registration information to NGEC members (including the industry.

#### **Technical Subcommittee:**

**Chair: Charles King, Amtrak**

**Vice Chair: George Hull, Amtrak**

#### **The Technical subcommittee holds bi-weekly conference calls on Thursday's at 3:00pm Eastern**

During the month of December 2017, the Technical subcommittee met once, via conference call, on the 14th. Key decisions and action item updates from the month of December 2017, included:

- Updating ECP Standards: This is an ongoing item which the Technical subcommittee is tracking.

The last update was provided on 11-2-17, by Paul Jamieson, SMC-Lavalin:

“The revenue service demonstration test train has accumulated 407.976 operating miles in ECP mode and 1,731,883 operating miles in Emulation mode. Total train mileage to date is 2,139,859 miles since the project started in June 2014. The train did not operate in ECP due to a damaged display screen which is not an ECP fault.

The test committee met on October 31, 2017. The test committee approved the FRA interim report and continuation of the revenue service demonstration at least until June of 2018. The FRA interim report will be submitted under the waiver.

The updated CFR draft language was presented to the RSAC ETF meeting on October 12, 2017. The draft language is currently under review by FRA counsel to incorporate into NPRM2. The RASC ETF will review the NPRM2 language prior to publication.”

- Backgrounder educational document:

Copies remain available, and subcommittee members (core team and industry) who would like a hard copy (copies) should contact Steve at [shewitt109@aol.com](mailto:shewitt109@aol.com) with the number requested and an address to send them to. Revisions to this document are under review by the Finance and Administrative subcommittee with expectations being that the changes will be approved by the subcommittee and submitted to the Executive Board by late December 2017. Missouri DOT graphic arts staff will be making the design revisions. The intent is to have an updated document ready for distribution by the NGEC Annual Meeting in February 2018.

- AWG Update:

The last update was provided by Melissa Shurland, FRA, on 11-2-17:

The FRA is working with Volpe and Oregon State University (OSU) on a white paper using prior research as the basis, and using knowledge of determinations on wide seating and wheelchair accessibility. Using existing research is saving funding for potential new research after completion of the white paper.

RVACC update as of 12-14-17:

Melissa Shurland informed the subcommittee that a NPRM for the “Americans With Disabilities Act (ADA) Accessibility Guidelines for Transportation Vehicles; Rail Vehicles” will be published sometime in May 2018. Melissa Shurland forwarded a link to the US Access Board agenda. [unified agenda](#).

- Document Control Update as of 12-14-17:

On 12-14-17, Tammy Krause, Revision Control Coordinator provided the following update and news:

Presently I am waiting on the single level DCRs that are currently being developed by California. As soon as I have them they will be divided up and sent to the appropriate workgroups.

Some of you may have heard that I will be leaving Amtrak as of the end of December. We will be transitioning the Document Control process in the upcoming month. In the meantime, I suggest that any DCRs should be sent to Steve Hewitt until we have a new Document Control Manager. I intend to stay involved with PRIIA and I will continue to be on the phone calls.

Procurement Updates:

- Diesel-Electric Locomotive Procurement: Progress reports from the lead state on the PRIIA multi-state locomotive procurement is provided on each technical subcommittee call.

Please see the report provided on 12-19-17 and included in this report under the Executive Board section.

- Multi-State Car Procurement - Caltrans (Lead State):

Please see the report provided on 12-14-17 and included in this report under the Executive Board section.

- Progress Report: The Future of Electronics on Trains Working Group:

On 12-14-17, Working Group Chair, Tom Sisler, provided the following update:

1. OSG made a presentation on their Screenex product line.
  - a. Sandwich screen between layers of glass to make use of glass structures such as windows and windscreens. 8 mm air gap needed. Can be viewable on both sides and can have touchscreen capability.
  - b. Protected from vandalism and easy to clean.

- c. Mounting is simplified – window or windscreen requires a connector. Adds 2.5 kg per screen.
  - d. Can be integrated with Passenger Information systems provided by others via the car network.
  - e. Can be mounted in side windows and are working on a US installation which will meet FRA requirements. Service proven overseas.
2. Working with Melissa Shurland to get Sharma and/or University of Nebraska to assist committee with technical issues.
  3. Other actions still being worked on.

- AAR Updates:

TAG committee on LED Headlights:

On 11-30-17, Tarek Omar, FRA, reported that testing began on 11-27-17 and all is going well and smooth so far. He anticipated the testing could be done as soon as 12-1-17. At that point the data will be looked at a a report will be put together.

Next update to the NGENC Technical subcommittee is scheduled for 1-11-18.

- DEF-UREA Update:

The last update on DEF-UREA was provided on 11-2-17:

- a) Locomotives have been in operation in five different states and DEF supply contracts are in place
  - b) Amtrak has established processes for DEF procurement and handling.
  - c) Midwest fill points are currently Chicago and Milwaukee. Truck based delivery is in place. Contracts are in place. Supply is going well, no problems reported.
  - d) WSDOT supply chain is set up and ready to run.
  - e) Fill point is set up in Oakland for Caltrans. The contracts are in place to add another fill point in LA. Caltrans has placed a storage container at the site in Oakland, and is doing some initial research into a more permanent storage container/building.
  - f) Plan is to gather usage data from the Chargers for next year and re-evaluate supply once we have more data.
- On 12-14-17, a subcommittee call-in number change was announced. Effective 1-11-18 the Technical subcommittee call in number will be: 888 585-9008 access #: 559-120-127. A notice of the change was sent out on 12-14-17 by Program Manager Steve Hewitt.

### **The Finance and Administrative Subcommittee**

**Chair: Tim Ziethen, Amtrak**

**Vice Chair: Brent Thompson, Washington State DOT**

**Vice Chair: Ray Hessinger, New York State DOT**

**The Finance and Administrative subcommittee holds a conference call every four weeks on Wednesdays at 3:00pm Eastern.**

During the Month of December 2017, the Finance and Administrative Subcommittee met on 12-13-17. Key decisions and action item updates from the month of December include:

- Legislative Outreach Task Force – developing a strategy and implementation plan to obtain future federal funds for the NGENC: Each state member and Amtrak is to work with its Government Affairs office and ask that the two-pager (currently being finalized) be included in its package during Hill visits to keep the NGENC on Congress' radar even though we are not yet ready to ask for more money.

A “regular update/report card/dash board” will be developed through the NGENC Legislative Task Force with the intent that it be provided to Congress through the states and Amtrak Government Affairs Offices as a means of continuing the outreach and education on the activities of the NGENC.

On 6-28-17, Eric Curtit reported that he is focusing on the NGENC two-pager document which he believes is an effective tool for educating the Hill. Eric believes that the current version needs to be updated to add in something that emphasizes the importance of maintaining/updating/revising the specifications as one of the more critical responsibilities of the NGENC.

On 11-15-17, it was agreed that FASC members would review the DRAFT document and provide comments and suggested changes in advance of the next FASC call – 12-13-17. Steve Hewitt was asked to also provide the current draft to the Executive Board in advance of the next call 11-22-17, so that it is aware of the thinking, and to solicit Board member input as well. Eric Curtit will walk the Board through the document and describe what the goal is for its use going forward.

The plan is to have the educational piece updated, finalized and printed in advance of the NGENC Annual Meeting in DC on 2-23-18.

#### **Status as of 12-13-17:**

Eric Curtit was unavailable for the call on 12-13-17, and asked Steve Hewitt to report that comments were received from Dave Warner, and no others at this point. Eric and Steve will take Dave’s comments and incorporate them. Eric asks that FASC members take a second look at the most recent DRAFT and submit comments asap so that a revised version can be distributed on the next FASC call.

#### **- Syncing the new Grant Agreement with ongoing NGENC contracts:**

Because the current Amtrak and AASHTO contract is in place until 9-30-17, and the current sub-contractor contracts are also in place until 9-30-17, no action is necessary right now. Amtrak and AASHTO have a process in place to extend the Amtrak/AASHTO contract in sync with the grant and effective 10-1-17 through 9-30-19. The subcontractors/sub consultants currently in place will be extended at the same time - effective 10-1-17 through 9-30-19 as anticipated in the new grant agreement SOW and budget.

A contract extension between Amtrak and AASHTO has been executed and will run through 9-30-19. At least one sub-contractor has now had his contract extended by AASHTO for the same period – through 9-30-19.

As of 11-15-17, AASHTO was in the process of completing a contract modification with Casamar (technical spec writer). AASHTO has reported that it has everything it needs, but confirmation on the full contract amount through 9-30-19. On 11-15-17, call Tim Ziethen confirmed that he and Tammy Krause have talked and agree that \$60,000 is the amount that should be in the contract. Eric Curtit, as NGENC Chair, agreed and signed off on the amount as well.

On 11-15-17, Steve Hewitt agreed to convey to Strat Cavros, AASHTO, that the amount for the Casamar contract modification is \$60,000 and has been signed off on by Tim Ziethen, Tammy Krause, and Eric Curtit.

#### **- Status: 12-13-17**

The contract modification with Casamar for the technical specification consultant (spec writer) was executed by AASHTO and Casamar and runs through 9-30-19 with a not to exceed amount at \$60,000.

#### **- Moving 514 to SAIPRC:**

Revising the NGENC By-Laws and Operating Procedures:

As reported in the Executive Board section of this report – on 12-19-17, the Executive Board adopted the proposed revisions as submitted by the FASC.

Review of the Grant Agreement SOW and Budget as suggested by Amtrak Grants:

As reported in the Executive Board section of this report, on 12-19-17, the Board approved the revisions to the SOW as submitted by the FASC. Tim Ziethen has provided the revisions to the Amtrak Grants Office which will work with FRA Grants to approve the changes.

**The 514 Subcommittee:**

**Chair: Brian Beeler II – NNEPRA (Maine DOT)**

**Vice Chair: Jonathan Dees - NCDOT**

**The 514 Subcommittee holds a bi-weekly conference calls:**

On 12-19-17, 514 Chair Brian Beeler II, NNEPRA for Maine DOT, summarized the 2018-2022 CIP Update as approved by the subcommittee and submitted to the executive Board.

On 12-19-17, the Executive Board adopted the 2018-2022 CIP update as submitted and presented by the 514 subcommittee. The report has been distributed and posted to the NGEC website.

The move of 514 to SAIPRC is underway with the NGEC executive Board having taken its required action. The final step is for the Grants offices of Amtrak and FRA to approve the SOW revisions which effectuate the move.

**NGEC Specification Review Panel(s):**

**For each PRIIA NGEC specification a Review Panel has been established to compare the specification (as developed by the Technical subcommittee) against a requirements document previously adopted by the Executive Board. As the Review Panel completes its work, it prepares a report with recommendations. This report is submitted to the Executive Board for its consideration. Once accepted by the Board, the specification is subsequently formally adopted by the Executive Board. As part of the Document Control process, any proposed revisions to a PRIIA NGEC specification must go through the Review Panel process as well. At such times, the Review Panel, previously established for a specification, is re-convened by the Executive Board chair.**

In November 2017, the NGEC Single Level Car Specification Review Panel met on the 7<sup>th</sup> and finalized and approved the Review Panel Report (prepared by consultant Larry Salci) and its recommendations to accept the Weight Change DCR as approved previously by the NGEC Technical subcommittee (11-2-17). The Report was subsequently submitted to the NGEC Executive Board for its review and consideration. On 11-21-17, the NGEC Executive Board accepted the Review Panel Report and its recommendations and adopted the Weight Change DCR as previously approved by the NGEC Technical subcommittee.

In December 201, the Review Panels of the NGEC did not meet.

***Special Note:***

**It is with sadness that we reflect on the loss of original NGEC Executive Board member, Kevin Kesler, FRA, who passed away suddenly in early December. Kevin was not only a legacy member of the NGEC Executive Board, but also a long-time member of the 6 NGEC Review Panels and a strong supporter and advocate of the Committee. Throughout his career, Kevin was dedicated to improving passenger rail in the US with an emphasis on safety and research and development. Kevin will be greatly missed, but his contributions will be long felt and never forgotten.**



**Milestones – Quarterly update (October 1 through December 31, 2017)****Capital Improvement Program (CIP) completion and updates by the 514 Subcommittee:**

During this quarter, the 514 Subcommittee completed its “major” update of the 2018-2022 CIP. Per NGEN procedures, the CIP update was approved by the 514 subcommittee and submitted to the NGEN Executive Board for its consideration of approval. On 12-19-17, the Executive Board formally adopted the 2018-2022 CIP as submitted by the 514 subcommittee. The document was subsequently distributed to NGEN members electronically and was posted on the NGEN website.

**Bi weekly meetings:**

Throughout the quarter, the NGEN Executive Board and the Technical subcommittee held bi-weekly conference call meetings. Exceptions – in December the Technical subcommittee met once on the 14th (due to the Christmas holiday season), but it had met three times in November on the 2<sup>nd</sup>, 16<sup>th</sup>, and 30<sup>th</sup> of the month.

**Monthly meetings:**

During the quarter, the Finance and Administrative Subcommittee (FASC) met every four weeks on Wednesdays, with the exception being in October, in which it did not meet due to a transition at Amtrak, with the FASC Chair and NGEN Treasurer – Darrell Smith - leaving Amtrak and a new FASC Chair and NGEN Treasurer – Tim Ziethen – assuming these new responsibilities. In following this schedule, the subcommittee met once in November- on the 15<sup>th</sup> – and once in December – on the 13<sup>th</sup>.

**Dissemination of educational/informational pieces:**

During the quarter, FASC reviewed proposed revisions/updates to the NGEN two-page educational document and submitted it for comment to the Executive Board. Comments have been received, and will be discussed on the first call (1-10-18) of the FASC to be held in first quarter 2018. Once changes have been approved by the FASC – the document will be submitted to the NGEN executive Board for its consideration. The goal is to have a final – printed – document ready for distribution by the February 23, 2018 NGEN Annual Meeting.

**NGEN Annual Meeting:**

The NGEN Annual Meeting took place on 2-24-17 with over 70 NGEN members present.

Highlights of the meeting included:

Eric Curtit, Missouri DOT, Chair of the NGEN Executive Board presented the annual Chairman's report. In the report, Mr. Curtit provided an overview on the first 7 years of the Committee which was organized in January 2010, highlighted the results produced throughout the years, discussed the NGEN of today, and provided a look ahead to the future.

Progress Reports were provided by the three NGEN Standing subcommittees: the Technical subcommittee, the Finance and Administrative Subcommittee, and the 514 Capital Equipment Committee

The Treasurer's Report was provided by Darrell Smith, Amtrak – NGEN Treasurer, who detailed the current financial status of the NGEN as well as an overview of the new federal funding Grant Agreement executed in October with an effective date of 10-1-17 through 9-30-19.

The Executive Board unanimously accepted the Treasurer's Report as presented.

The Technical subcommittee update was provided by NGEC Vice Chair Mario Bergeron, Amtrak (also Chair of the Technical subcommittee). Mario provide a detailed overview of the activities of the subcommittee including specification review, document management; and the processes and procedures that are in place to advance technology and continuously update and maintain the NGEC specifications to keep them current.

Attendees received progress reports on many NGEC activities taking place within the Technical subcommittee including reports from the Accessibility Working Group; the AAR Equipment Committee on Passenger Equipment Performance Specification: a report on Passenger ECP Brake Equipment, and a presentation by Technical Subcommittee Vice Chair Dale Engelhardt, on the future of electronics on trains.

Brian Beeler II, NNEPRA, for Maine DOT, and Chair of the 514 Capital Equipment subcommittee provided an overview of its accomplishments including the development of Amtrak's 5-year Capital Improvement Plan (CIP) for 2017-2021 and a look ahead to next steps which will include a "major" update to the CIP.

An update on the status of the Mid-West States Section 6 efforts was provided by Tim Hoeffner, Michigan DOT, who reported that the states are working well together in a collaborative way. A fleet manager has been hired by lead state Illinois DOT; and an oversight board has been established. The fleet manager will report to this board. Negotiations are ongoing with Amtrak on the lease program for equipment; and strategies are being developed for getting the new equipment into service.

A Status Update presentation on the multi-state Diesel-Electric Locomotive Procurement was also provided with John Oimoen, IDOT, and Dave Ward, Siemens, presenting. Tremendous progress has been made. To date, thirteen of the Chargers have been delivered with more waiting in Sacramento to be delivered. Ten of the Chargers have already achieved the burn test and are waiting and ready to go into service.

Attendees also heard from Michael Lestingi and Beth Nachreiner, FRA, who provided a brief overview of planning requirements that were included in the FAST Act which identify the new accounting structure within Amtrak, and how it is now required to report and plan revenue in its service lines. Michael and Beth also reported on the positive accomplishments of the NGEC as it approaches the end of its first decade and extended FRA's thanks to the NGEC and those involved in the current procurement, adding that the FRA looks forward to the NGEC continuing towards fulfilling the goals that were set out in PRIIA and continued in the FAST Act.

Robert Ripperger, Amtrak Government Affairs, also briefed the attendees on the state of Amtrak and provided an overview of its new organizational structure.

Chairman Curtit provided some closing remarks and next steps. He talked about the challenges faced by the states through the development of specifications, through the procurement process, and on to getting the equipment into revenue service. He noted that this is not something that states normally encounter since most states do not, historically, own equipment.

Eric stressed the need for an effort to develop lessons learned, and expertise gained. He called for the creation of a standalone document that is a record of what went on or what we need, as a sort of guidebook for the future...we need to tackle issues that can level the playing field and define what goes into a procurement and getting equipment into revenue service."

Ultimately, it was agreed that a task force will be established to take on the tasks described by the Chair. Several states (IDOT and WSDOT) offered to serve as did Amtrak and FRA. On the next NGEC, Executive Board conference call, 3-14-17, the task force will be formally established and given its charge. The anticipated timeline for completion of the standalone document is by the next NGEC Annual Meeting (February 2018).

**Note:** All formal presentations from the Annual Meeting are available on the NGEC website at: [www.ngec305.org](http://www.ngec305.org)

In December 2017 – a DRAFT agenda for the 2018 NGEC Annual Meeting was provided to the NGEC Board members and was tentatively approved – as a draft – to be distributed to all NGEC members

(including the industry members) along with hotel room block and meeting registration information and timelines. The meeting will take place on 2-23-18 at the Washington Court Hotel, Washington, DC. Per the NGEC By-Laws, a formal announcement was sent out to all NGEC members far in advance of the required notice.

The agenda will be updated in the coming weeks as speakers are confirmed, and topics are finalized.

Also, per the NGEC By-laws, as the NGEC Board Members terms of office will be completed at the time of the 2-23-18 Annual Meeting, and elections to new two-year terms of office will take place, NGEC Executive Board Chairman Eric Curtit appointed a nominating committee on 12-19-17 to recommend state representatives to the Executive Board for the new term which will begin on 2-23-18.

**Annual Review of NGEC By-Laws and Operating Procedures:**

During the quarter ending December 31, 2017, the NGEC Executive Board adopted Revisions to the NGEC By-Laws and Operating Procedures per its requirements. The changes were proposed by the NGEC Finance and Administrative Subcommittee after a complete annual review, and were subsequently adopted on 12-19-17 by the Executive Board. The primary revisions to the document addressed the requested move of the 514 subcommittee from the NGEC to the SAIPRC.

**Grant reporting:**

As required by the Grant Agreement, Amtrak will submit a quarterly report to the FRA. Information provided in the monthly NGEC Activities reports for the quarter, prepared by the NGEC Manager, will be utilized as a basis for the Quarterly Reports to the FRA.

The first such quarterly report included the period from October 1, 2016 through December 31, 2016, was submitted by Amtrak by January 31, 2017.

The second quarterly report included the period from January 1, 2017 through March 31, 2017 and was submitted by April 30, 2017.

The third such quarterly report included the period from April 1, 2017 through June 30, 2017 and was submitted by Amtrak to FRA by July 31, 2017.

The fourth such quarterly report included the period from July 31, 2017 through September 30, 2017 and was submitted by Amtrak to FRA by October 31, 2017.

The first quarterly report for 2018 will include the period from January 1, 2018 through March 31, 2018 and will be submitted by Amtrak to FRA by April 30, 2018.

**Fiscal and contractual actions:**

During the April 1 to June 30, 2017 quarter, the Finance and Administrative subcommittee, and, subsequently, the Executive Board, adopted a motion that expressed the intent to extend the contracts of AASHTO and the subcontracts in synch with the Grant Agreement and consistent with the budget and SOW. Currently, Amtrak and AASHTO are in the process of developing their contract extension and, following its execution, AASHTO has been directed to do the same with the sub-contracts identified in the SOW and noted in the adopted motion inserted below.

*“As was intended in past NGEC budget approvals and to ensure compliance with the Audit of Grant Agreement of March 27, 2013, and the NGEC’s updated Procedure of Establishing Contract Support adopted August 6, 2013, the NGEC authorizes Amtrak to contract with AASHTO for administrative support services as well as subsequent sub-contracts per the statement of work for entities such as;*

*with Hewitt Consulting for Manager of Support Services, and with SalciConsult for Specification Consultant services. In addition, with the Federal Railroad Administration's June 8th, 2015, approval of the NGEC's Supplemental Statement of Work and related budget extension through September 30, 2017, and its subsequent approval of the Statement of Work and Budget included in the Grant Agreement executed on October 26, 2016 for the period beginning October 1, 2016 through September 30, 2019, Amtrak is authorized to extend its agreement with AASHTO and AASHTO's sub-consultants in accordance with the Statement of Work."*

Adopted by the NGEC Executive Board on 6-6-17.

On 9-26-17, AASHTO and Amtrak executed a contract extension for NGEC Support services to continue from 10-1-17 through 9-30-19. On 9-27-17 AASHTO executed a contract modification with Hewitt Consulting – (Steve Hewitt) extending the NGEC Manager's contract for the period 10-1-17 through 9-30-19.

In the fourth quarter, 2017 – AASHTO and Amtrak executed a contract extension for technical support (spec writing) with Casamar – extending the contract through 9-30-19.

During the fourth quarter, NGEC Revision Control Coordinator (RCC), Tammy Krause, Amtrak, accepted the separation agreement and announced her departure to the NGEC Executive Board – effective 12-31-17. To fill the void created by this change, Amtrak has temporarily assigned these responsibilities to Michael Burshtin, Amtrak, and has begun taking steps needed to potentially subcontract this work similarly to how the other NGEC support services are provided. The SOW was revised by the NGEC Executive Board during this quarter to provide the flexibility to have the duties of the RCC conducted in house – Amtrak – or be subcontracted to a consultant. The Amtrak and FRA grants offices are reviewing the proposed change and, if approved, a sole source contract will be executed per NGEC Contract Management procedures.

**Review/Update of NGEC Specifications (Document Control):**

During the current quarter ending on December 31, 2017 the NGEC Technical subcommittee, through its Document Control Process, continued its review of the PRIIA Single Level Car Specification 305-003. A critical document change request (DCR) (weight change) was approved by the Technical subcommittee, and subsequently was recommended for adoption by the NGEC Single Level Car Review Panel. Following the recommendations of the Review Panel, the DCR was adopted in November 2017, by the NGEC Executive Board and will be incorporated into the 305-003 as a part of revision B. Currently, the active multi-state procurement for single level cars continues and DCRs are being submitted per the NGEC Document Management Process. As approved by the Technical working groups, the Technical subcommittee, and ultimately the Executive Board, they will be included in an updated 305-003.

As noted in the quarterly report that ended on June 30, 2017, the Diesel-Electric Locomotive Specification 305-005 Revision B was adopted (June 20, 2017) by the NGEC Executive Board, and was sent to the NGEC Technical writer to incorporate those changes into the specification document as Revision B.