

SECTION 305 FINANCE SUB COMM

MINUTES

MAY 9, 2012

3:00 PM EST

CONFERENCE CALL

FACILITATOR	<i>DJ Stadtler, Treasurer S305 NGENC Committee Executive Board, and Chair of the S305 Finance Subcommittee</i>
ATTENDEES	<i>DJ Stadtler, Ron Pate (for Brent Thompson) Chad Edison, Ken Uznanski, Nico Lindenau, Ryan Swick, Shayne Gill, Leo Penne, Steve Hewitt, Gordon Hutchinson, David Ewing</i>
ABSENTEES	<i>Jim Donlin, Juli Salvi, Mytrang Le, Andy House, Kevin Kesler, Jeff Gordon, Juli Salvi, Brent Thompson, Nancy Greene, Bill Bronte</i>

DECISIONS MADE

DJ Stadtler called the meeting of the Finance subcommittee to order and a roll call was taken.

Steve Hewitt called the roll, and it was determined that there was not quorum of voting members present, so no official votes would be taken, but informal minutes would be taken for the record.

NGEC Audit:

DJ Stadtler reported that he had spoken to the Amtrak IG and he would be happy to do an audit of the NGENC using a "high level approach".

DJ asked if FRA was ok with having Amtrak conduct the audit or if they would prefer that it be done by the FRA IG. Chad Edison responded that "FRA prefers the Amtrak IG do it."

DJ will get back to Amtrak's IG and move the process forward.

Bi-Level Procurement RFP Status update:

DJ asked for an update on the bi-level car RFP. Chad Edison, FRA, provided a brief status report.

The RFP went out on schedule – released on April 20, 2012. There is a pre-proposal webinar tomorrow (May 10, 2012) that people can attend. He also noted that responses to questions have been taking place on a regular basis. There has been an extension to June 20th for draft proposals, but this will not impact the October 10, 2012 timeline.

In response to a question about how wide notification of the webinar has been, Chad responded, "wide". Wide participation is anticipated – notifications were sent to interested parties – members of the industry, OEM and suppliers. DJ asked if Amtrak had been notified and Chad said he was quite sure they had been, but suggested DJ check with Mario Bergeron.

Ron Pate, Washington State DOT, asked if he could be invited to attend the webinar. Ron said that he had received no information, and would be very much interested in participating. Steve Hewitt – who is the usual point of contact for all NGENC activities, and the one who regularly disperses information to members, said he had not received any information, and that this was the first he was hearing about it. Chad said he would see what it takes to get an invite and get back to Ron and Steve. DJ will check with Mario to see if Amtrak was aware and would attend.

SFTF RFP Status Update:

Chad Edison provided a brief update on the status of the Structure and Finance Task Force's (SFTF) RFP for consultant services for Section 6 and Deployment. He noted that the technical evaluation committee met on May 7th, 2012 to evaluate the proposals that had been received. Chad believes that a recommendation for going forward to an Executive Board decision should take place in time for consideration by the Board during its conference call following Memorial Day.

DJ asked if the responses to the RFP were good – and Chad responded that "FRA is happy".

Steve Hewitt asked if a vote of the full SFTF on a recommendation from the evaluation committee will still take place on the SFTF "special" meeting scheduled for May 14, 2012. Chad said he did not think the vote would take place that day – there are a few things yet to be resolved.

Steve asked if Eric Curtit, Chair of the SFTF, still intended to have the May 14 call since the sole purpose was to vote on the evaluation committee's recommendation, and then, assuming approval, send on to the Executive Board. Chad said he thought the call on the 14th would still take place to provide a status update from Eric, but he was not sure. He also noted that Eric was thinking about having an electronic vote on the recommendation.

Ron Pate stated that he had not received anything to look at or review in preparation for the May 14th meeting, and, once again, Steve Hewitt reported that he had not been provided anything to send out at this point and, "you know as soon as I get something I will definitely get it out."

Chad anticipates that Eric will provide Steve with information to send out along with action items. Steve agreed to contact Eric to see what his intentions are for the 14th and to determine an agenda and items for distribution.

Status of the NGEC grant agreement amendment:

Ken Uznanski, Amtrak, reported that the last he had heard on the status of the amendment to the NGEC grant agreement was that FRA was close to sending it back to Amtrak for execution. Ken asked Chad if he had further news.

Chad said that he understood that they (FRA) had made their edits to it, and would be sending it back to Amtrak soon.

**Next Finance subcommittee conference call: June 6 , 2012 at 3:00pm Eastern
866 209 1307 access code: 8597804#**

Decisions and Action Items

DJ Stadtler will contact the Amtrak IG and move forward with the NGEC high level audit.

Chad Edison will provide Ron Pate and DJ with information in regards to attending the bi-level car RFP pre-proposal webinar.

Steve Hewitt will contact Eric Curtit to determine what the next steps are in regards to SFTF action on the RFP proposals and determine an agenda for the May 14 "special" meeting.

Ken Uznanski will continue to work with FRA and Amtrak in regards to getting the amendment to the grant agreement finalized and executed.