

# SECTION 305 FINANCE SUB COMM

MINUTES

JUNE 6, 2012

11:00AM EST

CONFERENCE CALL

<b>FACILITATOR</b>	<i>DJ Stadtler, Treasurer S305 NGECE Committee Executive Board, and Chair of the S305 Finance Subcommittee</i>
<b>ATTENDEES</b>	<i>DJ Stadtler, Brent Thompson, (Brent also had Jim Donlin's Proxy – Wisconsin) Chad Edison, Ken Uznanski, Nico Lindenau, Ryan Swick, Shayne Gill, Leo Penne, Steve Hewitt, Bill Bronte</i>
<b>ABSENTEES</b>	<i>Jim Donlin, Juli Salvi, Mytrang Le, Andy House, Kevin Kesler, Jeff Gordon, Juli Salvi, Nancy Greene, David Ewing, Ashok Sundararajan,</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 established the presence of a quorum with all voting members present or represented by proxy.

### **Approval of the Minutes of April 11, 2012 and May 9, 2012 – DJ Stadtler**

On a motion by Brent Thompson, Washington State DOT, and a second by Chad Edison, FRA, the minutes of the Finance subcommittee's April 9, 2012 and May 9, 2012 conference calls were approved without objection.

### **Accessibility DCR Handling Document:**

DJ noted that the Technical subcommittee had approved a process for handling accessibility related DCRs and that the Executive Board was reviewing it now for consideration on its next call (June 12, 2012). He asked if anyone from the subcommittee had any comments on it they should send the comments to him by Monday, June 11, 2012. Steve Hewitt noted that the Finance subcommittee members had not received the document (some had because they are on the Executive Board email list). Steve agreed to send it to all subcommittee members following this call.

### **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 is on schedule. It was released on April 20, 2012. Draft proposals are due on June 20, 2012.

### **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.

The evaluation committee had agreed on one of the proposals. A few questions needed to be answered by the proposer. Eric Curtit is processing the responses.

Once Eric has completed the process, he will provide the results and a recommendation from the Evaluation committee to the Structure and Finance task force (SFTF). The SFTF will then consider the recommendation and submit, if approved, a recommendation to the Executive board for its consideration.

Bill Bronte, Caltrans, interjected that the process is behind schedule, that the intent was to have already had the selection approved by the SFTF and submitted to the Board. Bill added that there have been some issues with an "unimpressive submission on the part of the bidder."

It is expected that Eric Curtit will brief the Board during its call on June 12, 2012 as to the status.

### **Status of the NGECE grant agreement amendment:**

Ken Uznanski, Amtrak, reported that Amtrak had received the grant agreement amendment from FRA on Friday, June 1, 2012 and it has been sent to Amtrak legal. Ken anticipates that it will be executed "any time now".

Ken will provide a status update to the Board on June 12, 2012.

**NGEC Audit status:**

Steve Hewitt asked where things stood with the NGEC audit. DJ reported that the Amtrak IG has agreed to do the Audit; no date has been set at this point. DJ was awaiting approval of the grant agreement amendment and the resolution of "catching up" on back bills due to AASHTO before proceeding with the audit. As those issues appear to be "just about resolved", DJ expects that he will ask to have the audit begin around August 1<sup>st</sup> and completed by the end of the fiscal year.

**Other:**

DJ reported that the House Appropriations FY 2013 bill had just been marked up, and was released about "45 minutes ago". He did not believe there was any funding in the Amtrak section for the NGEC, but there was additional capital funding. He said that this would mean that Amtrak will "remain active in Fleet procurement" and will work through "this group". (305 NGEC)

**Next Finance subcommittee conference call will need to be rescheduled it is due to occur on July 4<sup>th</sup>.  
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**Decisions and Action Items**

Steve Hewitt will distribute the Accessibility DCR Handling Document to all subcommittee members following today's call. All subcommittee members are asked to provide any comments they may have to DJ by June 11, 2012. (CC to Steve Hewitt)

Ken Uznanski will keep the subcommittee informed as to the status of the grant agreement amendment. It is expected to be executed any day now.

DJ will ask the Amtrak IG to begin the audit of the NGEC around the first of August (providing the grant agreement is resolved and payments due AASHTO are resolved)

Steve Hewitt will check with DJ about rescheduling the next Finance subcommittee call – as it now falls on July 4<sup>th</sup>.

