

# SECTION 305 TECH SUB COMM

MINUTES

DEC. 15, 2010

8:30AM

MEETING – ARLINGTON,  
VA

<b>FACILITATOR</b>	<i>Mario Bergeron, 305 Technical Subcommittee Chair</i>
<b>ATTENDEES</b>	<b>Core Team members:</b> Mario Bergeron, Dale Engelhardt, Rob Edgcumbe, Ken Uznanski, Tammy Krause, Greg Gagarin, Kevin Kesler, Brian Marquis, Allan Paul, Curtis McDowell, Kevin Lawson, Jack Madden, Charlie Poltenson, Stan Hunter, Steve Fretwell, Andrew Wood, Steve Hewitt, Shayne Gill, Bill Bronte, Scott Witt, David Warner, Mike Trosino, Mike Burshtin, Jeff Gordon, Anand Prabhakaran, Michael Coltman, David Ewing, Leo Penne, Andrew House, Tammy Nicholson, Charles Bielitz, <b>Industry Participants:</b> (sign in sheets for both days included in the minutes distribution) <b>Total attendees signing in : 98</b>
<b>ABSENTEES</b>	<i>John Tunna, George Weber, Art Peterson, Don Damron, Leonard Evans ,Dharm Guruswamy, karina Jacobsen, David Tyrell,</i>

## DISCUSSION/DECISIONS MADE

Technical Subcommittee Chair, Mario Bergeron welcomed everyone to the meeting and thanked them all for being here and being so involved. He then called for self introductions of the 100+ attendees in the room.

Mr. Bergeron then asked the S305 NGEC Executive Board Chairman, Bill Bronte, to make some opening remarks. Mr. Bronte complimented the group on the hard work that it has done in the short time that the NGEC has been up and running. He thanked everyone including; Chairman Bergeron, the Amtrak team, FRA, AASHTO, the states and the industry participants for the commitment of time and expertise and the resulting accomplishments of having produced three specifications since the establishment of the NGEC in January of 2010.

FRA representative, Kevin Kesler provided brief comments as well. He noted that the FRA is excited about the future of passenger rail in the US and noted that there continues to be strong support for it. He stated that the need for passenger rail in this country is "well understood". He urged all participants to remain involved, and to bring in new members to assist in the work of the NGEC. He emphasized that there are more specs to follow and much work ahead in getting these specs "on the street."

Steve Hewitt, Support Services Manager for the S305 NGEC, reviewed the handout packets and reminded all attendees that all NGEC related documents can be viewed on the AASHTO website at [www.highspeed-rail.org](http://www.highspeed-rail.org).

Chairman Bergeron then reviewed the Purpose of the Meeting:

- The excellent work from the bi-level specifications has continued on.
- The Draft Specification has been created for both the high speed diesel passenger locomotive and the standalone single-level passenger cars
- Everyone has worked very hard – thank you all!
- Today we are focused on the single level standalone
- Tomorrow we will address the locomotive
- By the end of this meeting, we hope to have both agreed and accepted!

..... reviewed the history of the formation of the technical subcommittee:

- Participation Solicited from states, FRA and Amtrak
- Core group of participants formed
- Conference Call schedule established
- Break down of work requirements through subgroups agreed
- Industry workshop set up and run
- Bi-Level specification created, approved and accepted by the Executive Board

.....reviewed PRIIA Section 305 legislation:

- Next Generation Corridor Equipment Pool Committee established
- 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.

- Purpose -- to design, develop specifications for, and procure standardized next-generation corridor equipment

.....the structure of the subcommittee:

industry participation:

- Workshop for industry held in Chicago on April 22<sup>nd</sup>
  - Attendance of over 150 people
  - Briefed all participants on the process
  - Interested industry participants were allocated to sub-groups
- Bi-Level specification:
  - Requirements document completed
  - Completed ahead of scheduled 31<sup>st</sup> July 2010 deadline
  - The Executive Board appointed a Review Panel
  - Based on Review Panel findings, the Executive Board approved the specification
- Locomotive group has been working since the beginning
- Single level standalone and train set commenced after bi-level

Sub-Groups:

- Sub-groups were created for the major sections of the vehicle specification
- Members from the core subcommittee were allocated to lead each group
- Industry participants were, where possible, allocated based on preference
- Single Level Specification Creation
  - Process was continued from the bi-level effort
  - Target set for November 29<sup>th</sup> for input to the first of the specification updates

Sub-Groups and their respective team Leaders:

Locomotive Sub-Group – Steve Fretwell  
 Mechanical Sub-Group – Jeff Gordon  
 Structural Sub-Group – Eloy Martinez/Anand Prabhakaran  
 VTI Sub-Group – John Tunna/Brian Marquis  
 Interior Sub-Group – Andrew Wood  
 Electric Sub-Group – Tammy Krause

Next Steps:

- The Executive Board will need to accept the recommended specification of the technical subcommittee
  - A requirements document has been accepted by the Executive Board
  - A review panel has been established
  - The review panel will assess the specification against those requirements and recommend acceptance or further work
  - The Executive Board will then vote on acceptance of the specification on February 15<sup>th</sup> 2011

Other Specification work still ahead:

- The single level trainset is currently the outstanding specification of the original tasks
- Additional work is under review by the Executive Board
- The goal is to continue the work while we have the teams established.
- Specifications will be generated based on the need of the states and Amtrak for new equipment

....and Mr. Bergeron thanked everyone for their hard work in such a short period of time and gave a view of what is still ahead:

- A great deal has been achieved in a short space of time
- Everyone's commitment has been appreciated
- Other work assignments will be identified shortly by the Executive Board
- We mustn't lose sight of what will come after these requirements
- The procurement processes will follow closely and they are what this is all about.

Dale Engelhardt, Vice Chair of the Technical Subcommittee was then asked to provide an overview of the expectations for this meeting:

- We have one goal before the meeting is concluded
  - Finalize the specification for the single-level standalone corridor cars
- How has that specification been produced?
- How are we going to review that work today?
- Who is going to take us through the process?

He described the Process to date:

- The bi-level specification was agreed to be the template for the single level document
- Subgroups from the bi-level were carried forward for the new task
- Conference calls were held approximately every two weeks
- Deadline of submission of comments from the subgroups was November 29<sup>th</sup> 2010
- Most groups met or exceeded that deadline
- Amtrak rolling stock engineering team integrated the comments into the specifications
- Updated drafts were placed on the website as they became available

Single level Specification inputs:

- FRA input
- State DOTs input
- Amtrak Input
- Supplier input
- Standardization
- Bi-Level framework
- Environmental Requirements
- Lessons learned

Vehicle Differentiation vs. Standardization:

- The standardization working group is active on this topic
- A recommendation will be delivered to the Executive Board for their February 15<sup>th</sup> 2011 meeting
- Standardization can be achieved without losing supplier identity

What happens today?

- Everyone has had the opportunity to review the draft specifications
- The subgroups and the rolling stock team at Amtrak have agreed to the drafts
- Those who were on different subgroups have had a chance to review areas of interest outside their subgroup
- We will review all urgent and as many less urgent changes as time allows

How will the Review Take Place?

- The same as last time for those that were there!
- Each question is allocated 15 minutes maximum
  - 5 minutes for the proposer to explain why they believe a change is necessary
  - 5 minutes for the rolling stock team and subgroup leader to respond
  - 5 minutes for discussion and conclusion
- The decision will be made by the rolling stock team and the subgroup leader based on the discussion held
- When all points are reviewed and decisions made, a vote will be taken by the voting members on the acceptability or otherwise of the specification for submission to the Executive Board

At this point, prior to beginning the review of comments/changes received, and yet to be addressed, Chairman Bergeron determined that there were two unfinished business items to be addressed before going on to the review and approval of the Single level Specification:

- Approval of the minutes from the December 9<sup>th</sup> technical subcommittee conference call
- Determination of the presence of a quorum of voting members of the subcommittee.

On a motion by Allan Paul, NCDOT and a second by Charles Poltenson, NYSDOT, the minutes of the December 9<sup>th</sup> subcommittee conference call were approved without exception or objection.

Steve Hewitt called the roll of the voting members present and certified the existence of proxies that had been

provided.

The following members were present or accounted for through proxy:

Mario Bergeron, Amtrak  
Kevin Kesler, FRA  
Stan Hunter, CALTRANS  
Charles Poltenson, NYSDOT  
Charles Poltenson as proxy for Illinois DOT  
Tammy Nicholson, Iowa DOT  
Tammy Nicholson as proxy for Wisconsin DOT  
Allan Paul, NCDOT  
Kevin Lawson, Louisiana DOT  
Andrew Wood, Washington State DOT

Note: Ohio DOT – not present – and no proxy was provided – all other voting members were accounted for.

A quorum was determined to be present.

Greg Gagarin and Tammy Krause of Amtrak's Engineering team provided a summary of the work done in the development of the specification and provided a summary of the change requests they had received by the December 7<sup>th</sup> deadline:

- 90 proposals were received
- These have been reviewed and fed back to the proposers
- Some proposals were duplicates
- The details are as follows:

– Accepted	73
– Amended	2
– Rejected	5
– Discuss	10
– TOTAL	90

At this point sponsors of changes that had been rejected were given an opportunity to make the case for their proposals and a review team (Greg, Tammy and the appropriate sub-group leader), after opening the floor for comments, would discuss and then make a decision for acceptance, modification or rejection of the proposals brought forward. Additionally, and similarly, an opportunity was provided for discussing comments received after the December 7<sup>th</sup> deadline.

In total, 15 changes were presented during this meeting – some were accepted, some were not, and some were accepted with minor modifications. It was agreed that there would be a new version of the specification reflecting the changes made during the meeting (the document was in PDF format so real time changes could not be made) The two documents were reviewed and compared (before and after documents will be posted on-line at the AASHTO website within two weeks of this meeting) while Greg and Tammy summarized all changes.

After the conclusion of the review of all requested changes and the summary of the decisions were presented to the subcommittee attendees, it was agreed that the Chair should entertain a motion to approve the PRIIA Single Level Standalone Cars Specification. On a motion to approve the proposed specification, offered by Stan Hunter, Caltrans, and seconded by Kevin Lawson, Louisiana; the voting members and/or their proxies were polled for the record.

**Vote Results:**

FRA – Kevin Kesler - approve  
Amtrak – Mario Bergeron – approve  
North Carolina DOT – Allan Paul – approve  
Louisiana DOT – Kevin Lawson – approve  
NYSDOT – Charlie Poltenson - approve  
Illinois DOT – Charlie Poltenson – NYSDOT as the proxy – approve  
California DOT – Stan Hunter – approve  
Washington State DOT – Andrew Wood – approve  
Iowa DOT – Tammy Nicholson – approve  
Wisconsin Dot – Tammy Nicholson as proxy – approve

**The PRIIA Single-Level Standalone Cars Specification was approved unanimously by all voting members present and Chairman Bergeron declared that consensus had been achieved.**

It was agreed that the approved specification will be turned over to the Executive Board Chairman, Bill Bronte – who will transmit it to the Executive Review Panel for measurement against the approved requirements document. The Review Panel will file its report with the Executive Board by January 31, 2011 to allow Board members two weeks to review the report in advance of the February 15<sup>th</sup> Annual meeting. At the business session of the Annual meeting the specification will be considered for adoption by the Executive Board.

Chairman Bergeron led a brief review of these next steps and introduced Larry Salci, Interfleet, as the consultant who will work with the Review Panel in assessing the Specification and will draft the report to the Executive Board. Larry gave a brief overview of the timelines to be followed and of the process.

Mr. Bergeron announced the members of the Review Panel:

Ron Adams, Wisconsin DOT  
Bill Bronte, California DOT  
Scott Witt, Washington State DOT  
John Tunna, FRA  
Larry Salci, Consultant

Kevin Kesler, FRA provided the attendees with an overview of the Systems Engineering effort underway within the subcommittee.

The Need:

- The NGEC charged with establishing a nationwide equipment pool
- Requirements and Specifications developed.
- Further documentation will be developed to support equipment acquisition and maintenance
  - Systems Engineering processes needed to assure the documentation meets stakeholder needs and is kept current.
- **Required Documentation and Processes**
  - **Requirements** - elicitation, analysis, validation & documentation
  - **Specifications** - development & validation
  - **RFP Documentation and Procedures** (source material)
    - Proposal Evaluation Criteria
    - Acceptance Criteria
  - **Independent Verification & Validation**
    - Specification & the Final Product
  - **Maintenance Plans & Life Cycle Support**
    - Warranties
    - Problem Identification / Resolution
    - Spares and Special Tooling
    - Upgrades
    - Major Maintenance. Overhauls and Rebuilds
  - **Configuration Management & Document Control**
    - Version Control
    - Equipment Pool Inventory
    - Spares Inventory Support
  - **Standardization –**
    - Candidate Components / Systems
    - Approach for achieving

The Goals:

- Long Term:
  - Develop, implement & maintain a Systems Engineering process that meets the needs of the Corridor Equipment Pool and the NGEC Stakeholders
  - Immediate Term
  - Assemble working group to define desired documents and procedures
  - Estimate level of effort, budget and schedule needed to develop documents and procedures
  - Estimate annual level of effort and budget to support NGEC Systems Engineering functions
  - Recommend a NGEC Systems Engineering organization and responsibilities of stakeholders and participants
  - Present recommendations to the 'Executive Committee' during the February Annual meeting
  - Secure Funding and support for the Systems Engineering Process

