

SECTION 305 NGEC Executive Board

MINUTES

NOVEMBER 6, 2018

11:30 EASTERN

CONFERENCE CALL

FACILITATOR	<i>Eric Curtit, Chair, S305 NGEC Executive Board</i>
ATTENDEES	Board Members: <i>Eric Curtit, Charlie King, Ray Hessinger, Tim Ziethen, Beth Nachreiner for Michael Lestingi, Amanda Martin, Amanda Martin also as proxy for John Oimoen, Allan Paul, Momo Tamaoki as proxy for Kyle Gradinger, Arun Rao, Brian Beeler II, Support Staff: Steve Hewitt, Jeff Gordon, Mike Murray, Michael Burshtin, Tammy Krause, Shayne Gill, Dave "Emeritus" Warner</i>
ABSENTEES	Board Members: <i>Ron Pate, John Rosacker, Michael Lestingi, Kyle Gradinger, Tim Hoeffner, Mike Jenkins, John Oimoen Support: Strat Cavros, Byron Comati, Bernard Reynolds, Larry Salci</i>

DECISIONS MADE

1. Welcome –Steve Hewitt for Eric Curtit, Chair, S305 NGEC Executive Board:

Chairman Curtit, MODOT, opened the call and asked Steve Hewitt to call the roll.

2. Roll Call –Steve Hewitt, NGEC Program Manager:

Steve Hewitt called the roll and confirmed the presence of a quorum.

3. Action items Review – Steve Hewitt:

Steve Hewitt noted that most open action items are covered under the agenda.

The status of action items not covered by today's agenda:

Amtrak Equipment Procurement – as of 10-23-18:

RFI – cars - Amtrak engineering is working through the mounds of documents to come up with an RFP for cars.

RFP – Locomotives - Charlie reported that Amtrak is working its way through the RFP. Amtrak has a meeting today (10-23-18) with the FRA and also has items to present to Congress due to the size of the purchase.

No decision has been made on where to go in the selection process. The decision may come in mid-November. Charlie will keep the NGEC Board informed.

Next Update 11-20-18

Adoption of By-Laws changes – to be considered on 11-20-18

The FASC has conducted its Annual review of the NGEC By-Laws and Operating Procedures, and on 10-17-18 approved all recommended changes (primarily – minor in nature). The Board will consider the changes and conduct a vote on adoption of the changes on 11-20-18 after having had the changes in writing for over 30 days – per By-Laws requirements.

All Voting members of the Board – please be prepared to vote in consideration of adopting the changes on 11-20-18. Those who are not available, please give your proxy to another member, or designate a representative to vote on your behalf.

Request for Topics/presentations that Board Members would like to be briefed on:

On 10-9-18, Eric Curtit asked that Board Members provide Steve Hewitt and himself with requests or suggestions of any topics they wish to be briefed on, or they wish to brief other Board Members on, during these bi-weekly calls. The intent is to be sure these meetings are as productive as possible, and provide an exchange beyond the ongoing updates.

Please submit topics to Steve Hewitt and Eric Curtit.

None submitted as of 11-6-18

Charger Updates from States and Amtrak – On 10-23-18, at Chairman Curtit’s request, States and Amtrak provided summary updates on the Charger Locomotives now that they have been placed in service. The Chairman will be asking for these updates on a periodic basis, with the next update planned for the NGENC 2019 Annual Meeting – 2-22-19.

4.

Approval of the Minutes from the 10-23-18 Conference Call Meetings – Eric Curtit:

A motion was offered by Allan Paul, NCDOT, and was seconded by Ray Hessinger, NYSDOT, to approve the minutes from 10-23-18 as presented. With a quorum having been established and no objections or exceptions noted, Chairman Curtit determined that consensus had been achieved the minutes of 10-9-18 are approved as presented.

5.

Treasurer’s Update – Quarterly Progress Report to FRA – NGENC Grant (Quarter ending 9-30-18) – Tim Ziethen, Amtrak:

Tim Ziethen reported that he has completed the quarterly NGENC Grant progress report and submitted it on October 31st to the FRA. As per previous request by the Executive Board, the final copy of the report, as submitted to the FRA, will be sent to Steve Hewitt for distribution to all Board Members and to be posted to the website.

Tim also reported that the total spent on the grant to date is \$282,739.12 with a \$45,000 accrual pending receipt from AASHTO. This equals a total spent in the amount of \$327, 739. Tim added that of the total grant amount of \$1,250,000, there is “plenty left” for the remainder of the grant period (extended to 9-30-2020). The balance, (less the accrued amount of \$45,000) stands at \$967,260.88.

Tim also noted that in the quarterly progress report the percentage of tasks completed has been adjusted to reflect the extended grant performance period.

6.

Update – Multi-State Rail Car Procurement –Momo Tamaoki for Kyle Grading, Caltrans:

Momo Tamaoki was a bit delayed getting on the call, so Steve Hewitt read the following update for inclusion in today’s minutes (11-6-18):

The three critical Cab Car DCRs (Carbody/Cab Construction, Cab Car Floor Height Transition, and Car Length Over Couplers) have been reviewed and discussed by the NGENC mechanical working group. Two DCRs (Carbody/Cab Construction and Cab Floor Height Transition) have been approved by the NGENC Technical Subcommittee on 11/1. Car Length Over Couplers DCR has been accepted by the working group contingent upon NGENC Executive Board approval of the DCR approval procedural changes being suggested by the working group. We will be discussing the procedural changes at the Executive Board meeting today (11-6-18).

System-level FDR approvals of the Carbody & Clearance, Water & Waste, HVAC, Gap Filler, Digital Communications, Diagnostic System, Double Sliding Step, Accessible Toilet Room, Safety Appliances, Lighting Systems and Brakes have been provided to SCOA/Siemens. Exterior Doors is in queue for approval. Remaining actions for Trucks, Couplers and Gangway are complete with system level approval expected soon. Approval requests have been received for Couplers, Trucks, Interior Doors and Gangway. Caltrans submittals to FRA for Safety Appliance and Carbody are complete and under review.

The package containing the Clearance Envelopes have been submitted to Amtrak for review and approval. The first 8 carshells are in production at Siemens Sacramento Facility and carshell #1 has passed its FAI and a rework of open items is in process. Carshell #2 in in the paint process. Carshells 3 through 8 are in various stages of weld integration and Carshells 9 through 12 are in the initial stages of construction with center sills completed. The expansion of the Sacramento production facility is in process and on target for a November completion.

The FAI process is underway and FAIs have occurred for the Carshell Complete, Digital Communication System, Lighting System, Couplers and Battery Charger. Open items are being addressed and the FAIs are revisited for closure by the customer team as needed. The Toilet System FAI is being conducted this week and the Floor Panels FAI is scheduled for November 15.

7.

Update: Metro-North Dual Mode Locomotive Procurement – Ray Hessinger, NYSDOT:

Ray Hessinger, NYSDOT, reported that, at this point in the procurement, he is “in the cone of silence” and cannot say anything further publicly. It was agreed that “we will wait and see where things are by the next Executive Board call”, and then determine whether to table these updates until such time as the “cone of silence” has been lifted.

8.

Update: Document Control – Tammy Krause:

Tammy Krause provided the following update for inclusion in the minutes:

At last weeks’ technical subcommittee meeting, two DCRs were approved. These DCRs are numbers 003-178 and 003-179.

“I will read a brief summary from the table that was submitted to explain them.

Now that these have been approved by the TSC they will be submitted to the EB for eventual consideration.

The remaining DCR requires a process modification before proceeding. Jeff Gordon is going to give an update on this next.

General summary of the summary overview follows:

- a. Overview: DCRS 003-178 and 003-179 – approved by the Technical subcommittee 11-1-18 – Tammy Krause:

Tammy Krause provided an overview of the two DCRs for the Single Level Car Specification that were approved by the NGECS Technical subcommittee on 11-1-18. The summary table was distributed to all Board members on 11-2-18. (DCRs 003-178 and 003-179) The third DCR, as noted in the Caltrans update, has not been approved by the Technical subcommittee at this point, as it is pending a proposed change to the NGECS Document Management Procedures (305-100).

This change is one that needs to go through the NGECS Executive Board rather than the NGECS Technical subcommittee.

- b. Status: Potential DCR for NGECS Document Management Procedures (305-100) – Jeff Gordon, FRA:

Jeff Gordon, FRA, reported that he has been working with former Document Control Manager (and NGECS member “Emeritus”) Dave Warner, to develop a proposed DCR which would allow for changes to the AS-Built specifications to not necessarily be carried through to the base PRIIA specification.

As reported on the last Executive Board call, Jeff advised the Chairs of the Technical subcommittee and the Executive Board of the proposed change to procedures, and the concept was received favorably. Therefore, he has proceeded accordingly.

The change to the procedures that is being developed is in the spirit of standardization with the acknowledgement that certain details for a specific equipment procurement may need to be accommodated. This same rationale applies to the two DCRs that have been approved by the Technical subcommittee. The change is meant to maintain consistency and also not be too restrictive.

The draft DCR is ready but is being reviewed by FRA legal to make sure it is compliant with the requirements of the FRA grant for the procurement. If the answer from FRA Legal is positive, Jeff will bring the DCR forward to the Executive Board, per NGECS procedures. If the answer from FRA legal is negative, Jeff will retreat, and revisit the DCR in question, to see if it can be resolved in another way.

9.

Re-Convene the Single Level Car Review Panel/confirm members – Eric Curtit, MODOT:

Per NGECS procedures, the DCRs (003-178 and 003-179) for the Single Level Car Specification which have been approved by the Technical subcommittee (11-1-18) will now be assigned to the Review Panel responsible for ensuring that all DCRs to the Single Level Specification are in compliance with the Requirements Document for that specification. In order to proceed, Chairman Curtit formally called for the appropriate Review Panel to be reconvened for this purpose, and he confirmed the members and technical support team for the Panel are:

Members:

Eric Curtit, Chairman - Missouri Department of Transportation
Ray Hessinger - New York State Department of Transportation
Allan Paul - North Carolina DOT
Jason Biggs - Washington State DOT
Jeff Gordon - Federal Railroad Administration

Support:

Larry Salci – Review Panel Consultant
Tammy Krause – Document Control Manager
Steve Hewitt – Manager - NGEC Support Services
Michael Burshtin – Amtrak - Technical Support

Chairman Curtit also will formally request that Review Panel Consultant Larry Salci prepare the SOW required for conducting the review and submit it to AASHTO and begin preparing the Review Panel Report and Recommendations.

Larry will also be asked to establish a timeline for completion and let Steve Hewitt know when a call with Review Panel members should be scheduled.

10.

Timeline for completing the Review Panel Report with Recommendations – Larry Salci:

Larry Salci was not on the call today. Eric Curtit will follow up with Larry as noted above.

Steve Hewitt will send a note, also, to all Review Panel Members alerting them of the coming action and re-transmitting the summary sheet of the DCRs to be reviewed.

11.

Update: NGEC Equipment Acquisition and Ownership Best Practices Working Group – Eric Curtit:

The working group met on 11-1-18.

Team Leaders provided status updates on their sections of the report - most have made significant progress, but more work remains to be done.

The intent is to have a draft of the document completed in advance of the NGEC Annual Meeting. The Board will receive a summary presentation and an opportunity to provide input at the Annual Meeting.

The next call of the working group is scheduled for 11-29-18.

12.

Preparing for the 2019 NGEC Annual Meeting – Hyatt Regency – Capitol Hill, Washington DC – 2-22-19 – Steve Hewitt:

Room Block Information – Hyatt Regency Hotel, Capitol Hill, Washington, DC:

The room rate is \$181 per night plus tax which is the per diem rate for DC. Attendees have until January 29, 2019 to reserve their room at the group rate.

Hyatt Regency Washington On Capitol Hill

400 New Jersey Ave, NW
Washington, DC 20001

https://www.hyatt.com/en-US/hotel/washington-dc/hyatt-regency-washington-on-capitol-hill/wasrw?corp_id=G-AHT9

Please feel free to contact me with any questions.

Kamasha

Kamasha Hendrickson, CMP, CGMP

Senior Meeting Planner
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DRAFT Agenda:

Eric Curtit and Steve Hewitt are developing a first draft of the Annual Meeting agenda and will provide it in advance of the next call (11-20-18). This will allow for states to use the DRAFT in requesting travel approval. The agenda will be discussed/reviewed on the 11-20-18 and subject to change.

Additional Agenda Topics are welcome – please send them to Steve Hewitt and Eric Curtit.

Travel Expense Reimbursement Forms:

These forms will be sent out as soon as the document has been updated with 2019 GSA rates.

Registering for the NGEAC Annual Meeting:

Please confirm your intent to attend the Annual Meeting by registering (via email) with Steve Hewitt – so the presence of a quorum can be confirmed and so that Steve can provide AASHTO with a head count and names for tent cards and badges. Please register with Steve Hewitt by January 11, 2019. Board members who are not able to attend – please name a proxy or designate a representative from your agency to participate on your behalf.

Today, Steve Hewitt sent the block of rooms information to the industry members and the information on registering with him for the meeting for purposes of head count and name badges. 4 industry members already have responded confirming their attendance at the meeting.

13. Next Call – 11-20-18 – Eric Curtit and Steve Hewitt:

Reminder – there will be a scheduled vote for adoption of the NGEAC By-Laws Changes as approved by the FASC – Voting members -if unavailable – please designate a representative or assign your proxy to another member.

13. Other:

With no further business forthcoming today, Chairman Curtit adjourned the meeting at 12:05PM Eastern.

The next conference call is 11-20-18

Decisions/Action Items

Update – Multi-State Rail Car Procurement as of 11-6-18:

See agenda item 6 in the minutes.

The Charger - Diesel-Electric Locomotive and Mid-West Section 6 Plan Update 10-9-18:

The Section 6 Plan has been accepted by FRA (as previously reported on 7-3-18).

No other updates reported on 11-6-18

Metro North Dual Mode Locomotive Procurement:

As of 10-9-18, Metro-North was in the middle of the procurement process. Qualification statements were due to Metro-North and they were in the process of reviewing those statements. Once this is complete, a short list of qualified firms would be developed, and they would be provided with all documentation. There was no date announced for issuing the short list or responses to the RFP by those on the short list.

On 11-6-18, Ray Hessinger reported that the procurement is in the "cone of silence" phase and he would have nothing to report until that period has been lifted. On 11-20-18, this will be revisited.

Next update 11-20-18

Adoption of By-Laws changes – to be considered on 11-20-18

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Equipment Acquisition and Ownership Best Practices Working Group – 11-6-18:

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The next call of the working group is scheduled for 11-29-18.

Next Update: 12-4-18

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No decision has been made on where to go in the selection process. The decision may come in mid-November. Charlie will keep the NGEC Board informed.

Next Update 11-20-18

Charger Updates from States and Amtrak – Chairman Curtit has requested a summary update on the Chargers now that they have been placed in service.

Updates: 10-23-18:

- a. Illinois/Mid-West States – Jennifer Bastian, IDOT:

Jennifer Bastian reported that the overall equipment delivery and performance of the new Charger Locomotives has been the best she has seen. She noted that it is her understanding that it has exceeded Amtrak's expectations.

Operationally, it has been a good procurement.

One area of concern, however, is warrantee support and parts availability. The Mid-West states are working with Siemens to correct this situation.

- b. Washington State – Ron Pate/Jason Biggs:

Ron Pate and/or Jason Biggs were not available for the call and did not provide a report.

- c. California – Kyle Gradinger, Caltrans:

Kyle Gradinger agreed with Jennifer that the procurement has been a good one operationally. Caltrans' concerns are similar to those noted by IDOT – warrantee support – and parts availability. Overall, Kyle commented, - "operationally, when they are running, they work great". He added that engineers enjoy the cab and the acceleration is great – "overall we are very happy with the operation."

Kyle did mention that there are some glitches with the design of the snow plow – noting that California doesn't need a snow plow and it is ultimately used for shopping carts and tumble weed which can be problematic under the current design.

- d. Amtrak – Charlie King, Amtrak:

Charlie King, Amtrak, echoed the comments made by California and IDOT and noted that Amtrak is measuring the information closely and looking at availability of parts and overall warranty support.

Charlie added that "we need robust part support from Siemens and technical support as well...we need to partner with Siemens and need a good and tight relationship between the states and Siemens and Amtrak, the states and Siemens."

Next Update: 2-22-19 NGEN Annual Meeting

Request for Topics/presentations that Board Members would like to be briefed on – Steve Hewitt:

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Please feel free to contact me with any questions.

Kamasha

Kamasha Hendrickson, CMP, CGMP

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S305 NGEAC Executive Board Conference Call

November 6, 2018

11:30 AM – 12:30 PM Eastern

Call in number: 888 585-9008 conference access: 559-120-127

Agenda

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|---|---------------|
| 1. Welcome and Open the Meeting | Eric Curtit |
| 2. Roll Call | Steve Hewitt |
| 3. Action Items Status Review | Steve Hewitt |
| 4. Approval of Minutes from 10-23-18 | Eric Curtit |
| 5. Treasurer's Update – Quarterly Progress Report to FRA – NGEAC Grant (Quarter ending 9-30-18) | Tim Ziethen |
| 6. Update: Multi-State Car Procurement | Momo Tamaoki |
| 7. Update: Metro North – Dual Mode Locomotive Procurement | Ray Hessinger |
| 8. Update: Document Control | Tammy Krause |

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- b. Status: Potential DCR for NGEN Document Management Procedures 305-100 Jeff Gordon
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10. Timeline for completing Review Panel Report and Recommendations Larry Salci
11. Update: NGEN Equipment Acquisition and Ownership Best Practices working group Eric Curtit
12. Preparing for: NGEN 2019 Annual Meeting – Hyatt Regency – Capitol Hill Washington, DC 2-22-19 Steve Hewitt
- Room Block information
DRAFT agenda
Request for Agenda Topics
Travel Reimbursement for states
Registering with Steve Hewitt for the meeting
13. Next Call – 11-20-18 Steve Hewitt
14. Other All

Next Call -11-20-18