

SECTION 305 NGENC Executive Board

MINUTES

MAY 22, 2018

11:30 EASTERN

CONFERENCE CALL

FACILITATOR	<i>Eric Curtit, Chair, S305 NGENC Executive Board</i>
ATTENDEES	Board Members: Eric Curtit, Charlie King, Tim Ziethen, Ray Hessinger, Michael Lestingi, Amanda Martin, Jason Biggs for Ron Pate, Momo Tamaoki for Kyle Gradinger, Tim Hoeffner, Tim Hoeffner as proxy for John Oimoen and Arun Rao, Allan Paul, Mike Jenkins, Brian Beeler II, Support Staff: Jon Dees, Sal DeAngelo, Jeff Gordon, Chris Witt, Dave "Emeritus" Warner, Steve Hewitt, Tammy Krause, Larry Salci
ABSENTEES	Board Members: Ron Pate, John Oimoen, Arun Rao, Kyle Gradinger, John Rosacker, Support: Beth Nachreiner, George Hull, Shayne Gill, Patrick Centolanzi, Michael Burshtin, Strat Cavros

DECISIONS MADE

1. Welcome –Eric Curtit, Chair, S305 NGENC Executive Board:

Chairman Curtit, Missouri DOT, convened today's meeting and asked Steve Hewitt to call the roll.

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

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

3. Action items Review – Steve Hewitt:

Steve Hewitt reviewed several action items that were not included in today's agenda and provided a status update.

The status of **all** open action items can be found below:

Status Update – Multi-state Car Procurement (Caltrans - Lead State) 5-8-18:

- *Caltrans, IDOT, and Amtrak's Public Health Team met on 4/6 to go over the Galley Updates. Discussions were productive, and information offered by Amtrak was very helpful. The follow up meeting will take place in summer 2018.*
- *Caltrans, IDOT, Amtrak and the FRA team visited the Brightline's West Palm Beach facility in the week of April 9. We reviewed some of the components in the cars, such as toilet rooms, gangway, HVAC, communication system, etc.*
- *Caltrans, IDOT, SCOA, and Siemens met in Sacramento, CA on 4/16 for the executive board meeting. We discussed the status of design review, high-level schedule overview, as well as areas of concerns.*
- *The production of the first Carshell has begun on 4/6.*
- *The design review meeting is taking place in Sacramento, CA this week. The discussion topics included exterior doors, double sliding steps, communication system – Analog, trap doors, electrical system. The meetings have been productive, and a lot of action items are being closed.*
- *The next design review meeting will take place in the week of June 18 in Boise, Idaho.*

Agenda 7

The Charger - Diesel-Electric Locomotive and Mid-West Section 6 Plan Update 5-8-18:

Of the 33 units IDOT locomotive order, all 33 have been conditionally and finally accepted with Siemens.

238.111a testing still needs to be completed on two Michigan corridors pending resolution of equipment and testing issues. The locomotives for the MI corridors are still being held in Pueblo until this testing is completed.

Twenty-Three Chargers are currently in the Midwest.

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 P42 locomotives by Amtrak, though the PTC installation schedule is delaying this re-deployment.

WSDOT units are operating in revenue service

Caltrans locomotives are operating revenue service

The Failure Review Board is established and running, with all JPE's, Amtrak, Siemens and Brightline as participants.

A recurring bi-weekly warranty meeting is being held by Siemens and includes all JPE's, Amtrak, Siemens, MARC and Brightline.

Mid-West Section 6 Update 5-8-18:

There was nothing new to report on 5-8-18.

Agenda item 8

Metro North Dual Mode Locomotive Procurement 5-8-18:

Metro North is finishing up the specification to be included in the RFP with an expectation that this should occur by the end of the week.

He also noted that by the end of the month, Metro North will be going to the MTA Board for approval to advertise. Assuming the request is approved, the ad for the Dual mode Locomotive should be out by mid-June at the earliest.

Agenda item 9

Treasurer's Report/FASC Update 5-8-18:

- a. Status – Document Control Management contract with TLK Associates, LLC (Tammy Krause)

Tim Ziethen reported that the contract between TLK Associates, LLC (Tammy Krause) and AASHTO has been executed and is effective for the 12-month period beginning 5-1-18 through 4-30-19.

Task Complete

- b. NGEC spend rate – balance – and a look ahead to future funding strategies

Tim Ziethen reported that the amount spent to date is \$190, 231.84. The spend rate is well under the planned amount contained in the SOW and budget. The total grant amount was \$1,250,000.

The FASC is looking at strategies to obtain future funding. The focus is on obtaining future federal grants going forward, but, potentially, requesting a 12 month no-cost extension of the current grant agreement since this appears to be something that would be allowed if no additional funds are requested, may be the way to go as a stop gap measure.

Maximizing the use of the two-page educational document which highlights the NGEC Results to date and its Goals going forward is critical piece of the educational effort. On the last FASC call, it was discussed/suggested that States provide the two-page fact sheet to their Governmental Affairs staff to add to their packets when meeting with Hill staff. At least two organizations (SPRC and CSG-ERC) have included a request for continuing NGEC funding in their Outside Witness Testimony submitted to the Senate THUD subcommittee for FY 2019. Thus far, 165 hard copies and over 300 electronic versions of the most recent two-pager (2-23-18) have been distributed to congressional staff, states and industry stakeholders.

Ongoing

- c. Status – Distribution of the NGEC Grant Quarterly Progress Report

On the most recent FASC call 5-2-18- it was agreed that Tim Ziethen would check with Amtrak Grants to get the ok to provide the quarterly NGEC Grant Progress reports that are submitted to FRA to FASC and

Executive Board members (and Steve Hewitt). On 5-8-18, Tim reported that Amtrak grants has approved the distribution of the report. Tim asked Michael Lestingi, FRA, if he believes that FRA would also be ok with the distribution of this PDF document to Board members and FASC members. Michael responded that FRA has no problems with this.

Tim Ziethen will provide the report to Steve Hewitt and he will make the distribution.

Status 5-22-18: Tim Ziethen reported that, in preparation for disseminating the report more widely, it has been changed to a non-interactive PDF file, and AASHTO invoice details have been removed. Tim will provide the report to Steve Hewitt today (5-22-18) for distribution to the NGEC Board members and the FASC members.

Status Update – FRA Grant 5-8-18:

- a. FRA approval/execution of the revised NGEC SOW and the update on SAIPRC SOW revisions:

Michael Lestingi, FRA, reported that both the NGEC revisions and those from NNEPRA for SAIPRC have been received and are moving through final legal review at FRA. FRA has all it needs, and Michael expects that the agreements will be signed and back out sometime next week.

- b. Status – unreimbursed payment to Amtrak of AASHTO invoice – awaiting FRA response:

Michael Lestingi reported that FRA has still not found a way to make the reimbursement since the previous grant has been closed out. He and Eric Curtit will connect off-line to further discuss a way forward.

Agenda item 5

Technical subcommittee update 5-8-18:

Recent Critical Decisions/Action Items:

1. Disposition of the Summary of Changes for the Single Level Car Specification Revision B:

On 5-3-18, the Technical subcommittee approved the Summary of Changes for the Single Level Car Specification Revision B. The Summary of Changes was put together by Michael Burshtin following the disposition of DCRS submitted to the appropriate Technical Working Groups. All the recommendations contained in the Summary of Changes were approved by the Technical subcommittee by roll call vote - with all members present voting in the affirmative. The Summary of Changes for Revision B has been sent to Chairman Curtit and he has, through Steve Hewitt, provided it to the appropriate Review Panel members for their review. Per the NGEC procedures, the Review Panel consultant, Larry Salci, will compare the approved changes against the Requirements Document to ensure compliance, and will prepare a Review Panel Report with recommendations for the panel members to consider. Following that, the Panel will meet to consider the Review Panel Report and its recommendations. Once it is approved by the Panel, it will be sent to Executive Board members for consideration of the report, its recommendations, and the adoption of the changes to the Single Level Car Specification that will be incorporated into Revision B.

Status: As of 5-22-18, the Review Panel for the Single Level Specification Revision B is scheduled to meet on 5-24-18 to review/discuss/consider the Review Panel DRAFT Report with Recommendations which has been prepared by Consultant Larry Salci and was distributed to Review Panel members and support staff this morning (5-22-18). Steve Hewitt asked that any member unable to attend the call, please assign your proxy and provide any comments you may have.

2. Directing the Interiors Working Group to develop a strategy for establishing a range of seat track locations:

While all recommendations contained in the Summary of Changes were approved by the Technical subcommittee, one DCR - 160A created a lot of discussion. It had been initially rejected as DCR 160 but was amended and resubmitted to the Interiors working group for consideration. It was accepted as amended as DCR 160A, and in that form, it was approved by the full Technical subcommittee on 5-3-18. However, the discussion on the 5-3-18 call, and before that call, demonstrated that, while the current DCR which will change the seat track location as identified in the current spec, it was agreed that to better achieve standardization going forward and to improve the specification, a strategy for creating a drawing that identifies a range of locations should be developed. The Interiors working group has been asked to take on the task of developing that strategy and will keep the Technical subcommittee apprised as to their progress.

Ongoing

Document Control Update:

As of 5-8-18 - Document Control Update and Transition:

Michael Burshtin welcomed Tammy Krause on board and reported that he and Tammy have begun the transition process. Tammy will now take the lead as the document change manager and will input new forms and follow the DCR process. Tammy will take over the job that Michael has been doing the last few months and what she had been doing prior to that while with Amtrak. Tammy will also update the Document list and the Document Management Procedure to make them current.

Tammy reported that she has been having conversations with Camren Cordell, the specification technical writer and they are going through all the documents by age and listing goals for updating them all.

The new locomotive revision is up and as is the reference document 305-912 Rev B is completed. The Technical Requirements document for the Dual Mode Locomotive has been updated and will be sent to Steve Hewitt later today.

Agenda item 6

Acquisition and Ownership Best Practices Working Group – as of 5-8-18:

Eric Curtit and Steve Hewitt will get together to pick a date for the next call and get the calendar invite out to working group members asap along with an agenda and documentation from members to react to per the last call.

Status 5-22-18: The next meeting of the working group has been scheduled for 5-31-18 Noon Eastern.

4. Approval of the Minutes from the 5-8-18 Conference Call Meeting – Eric Curtit:

On a motion by Allan Paul, NCDOT, and a second by Brian Beeler II, NNEPRA, for Maine DOT, the minutes from the 5-8-18 Executive Board Conference Call Meeting were approved without exception.

5. Status Update – FRA Grant – Michael Lestingi, FRA:

- a. FRA approval/execution of the revised NGEC SOW and the update on SAIPRC SOW revisions
Michael Lestingi, FRA, reported that all reviews are complete and the SOW(s) should be out for signature by next week. (week of 5-27-18).
- b. Status – unreimbursed payment to Amtrak of AASHTO invoice – awaiting FRA response
Eric Curtit and Michael Lestingi will connect this week to see what can be done to make Amtrak whole.

6. Document Control Update – Tammy Krause:

Tammy Krause reported: *There are currently 3DCR's that were approved last week for the Single Level specification. The Locomotive specification has 1 new approved DCR and 3 that are still in review. PRIIA Spec 305-912 Rev C, Operating and Environmental Conditions, has been released. The requirements document for the Diesel-Electric Locomotive was updated to reflect the changes made in Revision B of the specification.*

7. Update – Multi-State Car procurement – Momo Tamaoki, Caltrans:

Momo Tamaoki provided the following update for inclusion in the minutes:

The production of the first Carshell of the single-level railcars has begun on April 6, 2018. Caltrans/IDOT attended the QA kick-off meeting at Siemens Sacramento facility on May 16 & 17, 2018. We are also inspecting their welding machine on May 25, 2018.

Caltrans is working on the Document Change Requests (DCR) for the cab cars to submit to the NGEC. We are hoping to submit three DCRs hopefully in next month.

Caltrans is working closely with Amtrak Public Health and the Food and Drug Administration to finalize the design concept of our café cars. The meeting with the NGEC's Interior Working Group to discuss design and requirement details will be held on May 22, 2018 and hoping to get some directions from the group to move forward with the design concept.

The next design review meetings are scheduled in the week of June 18. The discussion topics include: double sliding step, Seats, Trap doors, lighting system, and communication system.

The initial underframe first article inspection is scheduled for this week. Caltrans QA manager will be attending the inspection.

Caltrans team is conducting Buy America audit at Siemens facility this week.

8.

Locomotive Update – Mid-West Section 6 Activities –John Oimoen, IDOT:

Prior to the call, John Oimoen informed Steve Hewitt that there were no updates to report on these two activities.

9.

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

Ray Hessinger, NYSDOT, reported that Metro North has provided the updated specification (pencils down) and Ray will be providing it to Amtrak. The approved spec is to be incorporated into the RFP. No date yet as to when the RFP will be issued.

10.

Other:

Eric Curtit reminded all members of the Board to make every effort to be on the next call, or be represented, as it is expected that a vote will take place to accept the Review Panel Report and recommendations, and the adoption of the Single Level Car Specification Revision B.

Adjourn:

With no other business forthcoming, Chairman Curtit adjourned today's call at 11:44 am Eastern.

The next conference call is 6-5-18

Decisions/Action Items

Status Update – Multi-state Car Procurement (Caltrans - Lead State) 5-8-18:

The production of the first Carshell of the single-level railcars has begun on April 6, 2018. Caltrans/IDOT attended the QA kick-off meeting at Siemens Sacramento facility on May 16 & 17, 2018. We are also inspecting their welding machine on May 25, 2018.

Caltrans is working on the Document Change Requests (DCR) for the cab cars to submit to the NGEC. We are hoping to submit three DCRs hopefully in next month.

Caltrans is working closely with Amtrak Public Health and the Food and Drug Administration to finalize the design concept of our café cars. The meeting with the NGEC's Interior Working Group to discuss design and requirement details will be held on May 22, 2018 and hoping to get some directions from the group to move forward with the design concept.

The next design review meetings are scheduled in the week of June 18. The discussion topics include: double sliding step, Seats, Trap doors, lighting system, and communication system.

The initial underframe first article inspection is scheduled for this week. Caltrans QA manager will be attending the inspection.

Caltrans team is conducting Buy America audit at Siemens facility this week.

The Charger - Diesel-Electric Locomotive and Mid-West Section 6 Plan Update 5-8-18:

Of the 33 units IDOT locomotive order, all 33 have been conditionally and finally accepted with Siemens.

238.111a testing still needs to be completed on two Michigan corridors pending resolution of equipment and testing issues. The locomotives for the MI corridors are still being held in Pueblo until this testing is completed.

Twenty-Three Chargers are currently in the Midwest.

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 P42 locomotives by Amtrak, though the PTC installation schedule is delaying this re-deployment.

WSDOT units are operating in revenue service

Caltrans locomotives are operating revenue service

The Failure Review Board is established and running, with all JPE's, Amtrak, Siemens and Brightline as participants.

A recurring bi-weekly warranty meeting is being held by Siemens and includes all JPE's, Amtrak, Siemens, MARC and Brightline.

As of 5-22-18: No update reported.

Mid-West Section 6 Update 5-22-18:

There was nothing new to report on 5-22-18.

Metro North Dual Mode Locomotive Procurement 5-22-18:

Metro North has provided the updated specification (pencils down) and Ray will be providing it to Amtrak. The approved spec is to be incorporated into the RFP. No date yet as to when the RFP will be issued.

Treasurer's Report/FASC Update 5-22-18:

- a. NGEC spend rate – balance – and a look ahead to future funding strategies

On 5-8-18, Tim Ziethen reported that the amount spent to date is \$190, 231.84. The spend rate is well under the planned amount contained in the SOW and budget. The total grant amount was \$1,250,000.

The FASC is looking at strategies to obtain future funding. The focus is on obtaining future federal grants going forward, but, potentially, requesting a 12 month no-cost extension of the current grant agreement since this appears to be something that would be allowed if no additional funds are requested, may be the way to go as a stop gap measure.

Maximizing the use of the two-page educational document which highlights the NGEC Results to date and its Goals going forward is critical piece of the educational effort. On the last FASC call, it was discussed/suggested that States provide the two-page fact sheet to their Governmental Affairs staff to add to their packets when meeting with Hill staff. At least two organizations (SPRC and CSG-ERC) have included a request for continuing NGEC funding in their Outside Witness Testimony submitted to the Senate THUD subcommittee for FY 2019. Thus far, 165 hard copies and over 300 electronic versions of the most recent two-pager (2-23-18) have been distributed to congressional staff, states and industry stakeholders.

Ongoing.

- b. Status –Distribution of the NGEC Grant Quarterly progress Report

Status 5-22-18: Tim Ziethen reported that, in preparation for disseminating the report more widely, it has been changed to a non-interactive PDF file, and AASHTO invoice details have been removed. Tim will provide the report to Steve Hewitt today (5-22-18) for distribution to the NGENC Board members and the FASC members.

Task Complete

Status Update – FRA Grant 5-8-18:

- a. FRA approval/execution of the revised NGENC SOW and the update on SAIPRC SOW revisions

Michael Lestingi, FRA, reported that all reviews are complete and the SOW(s) should be out for signature by next week. (week of 5-27-18).

- b. Status – unreimbursed payment to Amtrak of AASHTO invoice – awaiting FRA response

Eric Curtit and Michael Lestingi will connect this week to see what can be done to make Amtrak whole.

Technical subcommittee update 5-8-18:

Recent Critical Decisions/Action Items:

1. Disposition of the Summary of Changes for the Single Level Car Specification Revision B:

On 5-3-18, the Technical subcommittee approved the Summary of Changes for the Single Level Car Specification Revision B. The Summary of Changes was put together by Michael Burshtin following the disposition of DCRS submitted to the appropriate Technical Working Groups. All the recommendations contained in the Summary of Changes were approved by the Technical subcommittee by roll call vote - with all members present voting in the affirmative. The Summary of Changes for Revision B has been sent to Chairman Curtit and he has, through Steve Hewitt, provided it to the appropriate Review Panel members for their review. Per the NGENC procedures, the Review Panel consultant, Larry Salci, will compare the approved changes against the Requirements Document to ensure compliance, and will prepare a Review Panel Report with recommendations for the panel members to consider. Following that, the Panel will meet to consider the Review Panel Report and its recommendations. Once it is approved by the Panel, it will be sent to Executive Board members for consideration of the report, its recommendations, and the adoption of the changes to the Single Level Car Specification that will be incorporated into Revision B.

Status: As of 5-22-18, the Review Panel for the Single Level Specification Revision B is scheduled to meet on 5-24-18 to review/discuss/consider the Review Panel DRAFT Report with Recommendations which has been prepared by Consultant Larry Salci and was distributed to Review Panel members and support staff this morning (5-22-18). Steve Hewitt asked that any member unable to attend the call, please assign your proxy and provide any comments you may have.

2. Directing the Interiors Working Group to develop a strategy for establishing a range of seat track locations:

While all recommendations contained in the Summary of Changes were approved by the Technical subcommittee, one DCR - 160A created a lot of discussion. It had been initially rejected as DCR 160 but was amended and resubmitted to the Interiors working group for consideration. It was accepted as amended as DCR 160A, and in that form, it was approved by the full Technical subcommittee on 5-3-18. However, the discussion on the 5-3-18 call, and before that call, demonstrated that, while the current DCR which will change the seat track location as identified in the current spec, it was agreed that to better achieve standardization going forward and to improve the specification, a strategy for creating a drawing that identifies a range of locations should be developed. The Interiors working group has been asked to take on the task of developing that strategy and will keep the Technical subcommittee apprised as to their progress.

Ongoing.

Document Control Update – 5-22-18:

Since the Single Level specification is a living document with ongoing changes, there have been 3 DCRs approved by the Technical working groups, and they will go into the next revision of the spec. The Locomotive specification has a new approved DCR and there are currently 3 electric group DCRs for the Locomotive specification that have been reviewed. PRIIA Spec 305-912 Rev C, Operating and Environmental Conditions, has been issued. The requirements document Revision B for the Diesel-electric Locomotive reflecting the changes approved in the specification last year has also been issued.

Acquisition and Ownership Best Practices Working Group:

Status 5-22-18: The next meeting of the working group has been scheduled for 5-31-18 Noon Eastern.

Attachments

**S305 NGENC Executive Board Conference Call
May 22, 2018
11:30 AM – 12:30 PM Eastern**

Agenda

- | | |
|--|------------------|
| 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 5-8-18 | Eric Curtit |
| 5. Status Update: FRA Grant | Michael Lestingi |
| a. FRA approval/execution of the revised NGENC and update on SAIPRC SOW revisions | |
| b. Status – unreimbursed payment to Amtrak of AASHTO invoice – awaiting FRA instructions | |
| 6. Document Control update: | Tammy Krause |
| 7. Update - Multi-State Car Procurement | Kyle Gradinger |
| 8. Update – Charger Locomotives and Mid-West Section 6 Activities | John Oimoen |
| 9. Update: Metro-North Dual Mode Locomotive Procurement | Ray Hessinger |
| 10. Other | All |

Next Call -6-5-18