

SECTION 305 NGENC Executive Board

MINUTES

JULY 3, 2018

11:30 EASTERN

CONFERENCE CALL

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

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 noted that primarily all actions items are covered under the agenda.

The status of the open action items as of 6-19-18 can be found below:

Status Update – Multi-state Car Procurement (Caltrans - Lead State) 6-19-18:

- *The production of the first Carshell of the single-level railcars began on April 6, 2018. Caltrans/IDOT attended the QA kick-off meeting at Siemens Sacramento facility on May 16 & 17, 2018. We also attended calibration inspection at Siemens Sacramento Facility on May 25. The inspection went well, and Caltrans QA manager is working with Siemens to close minor open issues. All minor open issues have already been corrected.*
- *Caltrans is working on the Document Change Requests (DCRs) for the cab cars to submit to the NGENC. We are hoping to submit three DCRs next month. We’ve received some good feedback from SMEs, so the final versions will include those comments.*
- *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 NGENC’s Interior Working Group to discuss design and requirement details was held on May 22, 2018 and received great feedback from the members of the work group. Those comments were shared with Siemens and Amtrak Public health team.*
- *Caltrans will be attending the capital spare parts workshop with our JPAs, Siemens, and SCOA on June 7 at Siemens’ Sacramento facility.*
- *The next design review meetings are scheduled in the week of June 18. The discussion topics include: the final design review of double sliding step, Seats, Trap doors, lighting system, and communication system.*
- *Kyle and Momo will be at APTA Rail conference from June 10 to 13. Momo will discuss procurement and Kyle will discuss California’s overall rail program.*

Agenda item 6

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.

6-5-18 – nothing new to report.

Agenda item 7

Mid-West Section 6 Update 6-5-18 – nothing new to report

Agenda item 7

Metro North Dual Mode Locomotive Procurement 6-19-18:

On 6-19-18, Ray Hessinger, NYSDOT, reported that Metro North and Amtrak have reviewed their respective specs side-by-side and have identified several differences, but “no show stoppers”. Amtrak will try to include what they can from the Metro North specification into the specification in their RFP, but not in the initial amendment of their spec.

They are working to come up with a specification that would work for both parties even if not under the same procurement. The intent is to get a spec that they can both work off. Ray noted that Amtrak, time-wise is ahead of Metro North's schedule.

Agenda item 8

Treasurer's Report/FASC Update as of 6-5-18:

- a. NGENC 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 NGENC 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 NGENC 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.

Status: As of 5-31-18, the FASC is beginning to investigate the steps required for applying for a 12 month no-cost extension to run through 9-30-20. Treasurer Tim Ziethen will be working with Amtrak and FRA grants to determine the eligibility for a no-cost extension and what the steps are.

Agenda item 5

Status Update – FRA Grant 6-5-18:

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

Questions for clarification have been sent to Amtrak Grants by FRA. No issues are anticipated, but the FRA is waiting for the clarifications to be provided by Amtrak, and then expects to execute the SOW. Steve Hewitt noted that as of 5-30-18, Tim Ziethen had reported to the FASC that he thought he had the answers/clarifications and was expecting to confirm with Amtrak grants and get them to FRA. Charlie King will check with Tim to see where things stand.

- 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.

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 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.

Status: On 5-24-18, the Review Panel approved the report with recommendations as prepared by Larry Salci, and it was distributed to the NGENC Executive Board for its review and consideration on today's (6-5-18) call. If the report and recommendations are accepted, a vote will take place (today) to formally adopt Single Level Car Specification 305-003 Revision B.1.

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 – 6-19-18:

- *The Single Level Specification Revision B.1 is now in the process of being compiled.*
- *There are currently four DCRs that have been submitted for the Single Level specification that aren't included in Revision B.1. Three of these were submitted after the Revision B.1 was approved by the Technical Subcommittee and one was not resolved prior to the submittal. All four of these DCRs are now completed, two were Accepted and two were Accepted as Amended. These will be the first DCRs in the list for the next revision.*
- *Four DCRs have been submitted for the Diesel Electric Locomotive Specification. These have all been completed. One was Accepted as Amended, three were rejected.*
- *An updated Technical Documentation List has been created and is up on the NGEC website.*

Agenda item 10

Acquisition and Ownership Best Practices Working Group:

Status 6-5-18:

The Equipment Acquisition and Ownership Best Practices Working Group met on 5-31-18: Team Leaders were assigned, and the Topic categories were established.

Team Leaders are asked to reach out to members – all members are welcome to participate in any of the topic areas. Each Team leader will be asked to provide a status update on their progress on the next call which was scheduled for – 6-28-18.

Agenda item 11

Amtrak Locomotive Procurement – 6-19-18:

The RFP on power has been issued. The RFI for passenger cars is close.

Steve Hewitt sent out information from Amtrak to all NGEC members several times to let them know how to get a hold of the RFP and accompanying documents for educational purposes or of further interest. Charlie King added, "we will dig deeper into it in my Technical subcommittee and will report to the Executive Board".

Agenda item 9

4. Approval of the Minutes from the 6-19-18 Conference Call Meeting – Eric Curtit:

On a motion by Tim Hoeffner, MDOT, and a second by John Bell, NYSDOT, the minutes from the 6-19-18 Executive Board Conference Call Meeting were approved without exception.

5. Update: Treasurer's Report/Finance and Administrative subcommittee activities update - Tim Ziethen:

- a. Status Revised SOW
The revised SOW is in the final review stage with Amtrak Legal. It has been approved by Tim Ziethen and Amtrak Grants. The changes under review are those requested by FRA, and additional verbiage/clarifications added by Amtrak in responding to the FRA revisions. The next step is for FRA approval. It is anticipated hat it will either go out this week (after the July 4th Holiday), or possibly the following week.

Tim Ziethen will also send the revised document to Steve Hewitt and Eric Curtit to determine if the changes made are substantive enough or significant enough to require another review and approval by the NGEC Executive Board. Either way, the final version will be distributed to all Board Members.

- b. Spend Rate/Balance
There is a \$42,000 invoice from AASHTO currently in the review process. It should be paid soon. Tim did not have a current grant balance available today but noted that the NGEC continues to underspend.

The rate is about half of what is called for in the grant agreement. Tim is projecting that the spend rate is about \$40,000 a quarter – consistent with the last two quarters. Tim will provide an updated statement to Steve Hewitt.

c. Status: April-June 2017 AASHTO Invoice

Tim reported that he has a call into Amtrak's Accounts Payable to get a copy of the check that was issued for the April-June 2017 AASHTO Invoice (which AASHTO is not showing as received). If there is no proof that the check "went out the door", Tim stated that Amtrak will re-issue the check.

d. 12 Month No-cost grant agreement extension – eligibility?

Tim has talked with the Amtrak Grants office about the current grant agreement being eligible for a 12 month no-cost extension and they have confirmed it is eligible and is a part of the amended document that will be sent over to FRA. In the standard agreement it refers to 12+ months – Tim is unsure what the + means, but the extension is a part of the grant amendment.

Eric Curtit asked again for confirmation from FRA that their interpretation is also that it is eligible for a no cost 12-month extension.

e. NGEC Audit – timing – process

There are two audits noted in the Grant agreement – one after year one and another at the end of the agreement – either the current period or the extended period (if extended). Tim Ziethen asked if the one-year audit had been done – Steve Hewitt responded that it had not. Tim will reach out to the Grants Office to determine if two separate audits are necessary – one – mid term and one at the end of the 12-month extension (if granted). There are funds for two audits contained in the SOW and Budget.

f. Annual By-Laws Review – Timing

Steve Hewitt and Ray Hessinger will conduct the initial review and make recommendations for any changes deemed necessary to the FASC by mid to late Fall. The overall timeline is to have any changes that may be agreed upon be considered and adopted by the Executive Board by 12-31-18.

6.

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

- *Caltrans is working on the Document Change Requests (DCR) for the cab cars to submit to the NGEC. We are submitting those DCRs is July.*
- *Caltrans visited Televic (communication components vendor) yesterday (June 27) to get more information about what the system can offer. California is really interested in expanding on-board information system in our state-owned fleet.*
- *Testing and Commissioning internal meeting is scheduled for July 10 in Sacramento, CA. After the internal meeting, Caltrans and IDOT will be meeting with Amtrak, FRA, SCOA and Siemens on August 7 & 8 to clearly define roles and responsibilities regarding the testing and all logistics and costs associated with it. (i.e. insurance, indemnification, etc.)*
- *The design review meetings took place in the week of June 18. The discussion topics included: the final design review of double sliding step, Seats, lighting system, and communication analog system. We also talked about testing and PRIIA compliance during the design review. Our PRIIA compliance plan was approved by FRA on 6/15. The next design review is scheduled for the week of Aug. 6 in Chicago. The discussion topics include interior, coupler, diaphragm, End Doors, Wheelchair Lift and Trap Door.*

7.

Locomotive Update – Mid-West Section 6 Activities – Tim Hoeffner, MDOT:

Tim Hoeffner reported that there has been an issue with Cottonwood trees causing problems with the intake and that it is not as convenient to clean out as it should be. Siemens has been contacted and is looking into it.

The Section 6 Plan has been accepted by FRA.

The PTC Safety Plan is being worked on with Amtrak and the vendors.

Charlie King, Amtrak, agreed that between the snow and the cottonwood the housing is a nightmare, and Amtrak is

working with Siemens to “figure this out”.

8.

Update: Metro-North Dual Mode Locomotive Procurement: John Bell for Ray Hessinger:

John Bell did not have an update to provide for today’s call but will provide any updated information as he gets it.

9.

Update: Amtrak Equipment Procurement – Locomotive RFP/Trainset RFI – Charlie King:

Charlie King clarified that the Amtrak RFP and RFI, and, in general, the procurement, will be well communicated among the organizations involved (NGEC and SAIPRC). To prevent duplication and confusion, Charlie’s approach is that the NGEC (especially its Technical subcommittee) will be where technical concerns are addressed. SAIPRC will be the place where costs and states relationships are addressed.

The RFP for power is out – questions are coming in – with about 18 received so far. About 5 companies seem to be asking the questions. Unknown if all 5 will bid.

The RFI for passenger car equipment including trainsets, DMUs etc., was released by Amtrak on 6-27-18, and will generate more input and discussion.

Charlie has stressed to the Amtrak team about states and Amtrak relations and the need to ensure that communication remains open. He again emphasized that the conduits should be the NGEC for technical issues -Charlie King as the Amtrak contact- and SAIPRC for cost and state relationship issues - with Byron Comati as Amtrak’s contact.

Charlie wants to make sure that “we are going down a path that is amenable to all.”

10.

Update: Document Control – Tammy Krause:

There have been recent questions and clarifications provided to the Technical spec writer, and it is expected that the 305-003 Revision B.1 specification will be finalized (as approved) by next week.

At this point, there are no DCRs that have not been addressed.

11.

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

The Working Group met on 6-28-18 and heard reports from most of the Team Leaders assigned to each of the Sections as identified on the last call.

Actions:

Team Leaders will continue to work on their section DRAFTS between now and the next call.

DRAFTS should be distributed for working group members to review and comment on (in track changes) in advance of the next call.

Each Team Leader will be asked to provide a status update on their progress on the next call – 7-26-18.

The Working Group has established a call schedule – it will meet every 4 weeks on Thursdays at 4:00PM Eastern.

Steve Hewitt raised the issue of FRA participation on the working group. Jeff Gordon agreed to serve as FRA’s participant unless Michael Lestingi names someone else. Eric Curtit asked Jeff to convey to Michael that he (Eric) believe that Jeff is the absolute best FRA representative to be on the working group and that his knowledge and experience and involvement with the procurements makes him invaluable to the group.

Steve Hewitt will send Jeff the meeting schedule and all background materials. The next call is 7-26-18 – 4:00pm Eastern.

12.

Other:

With no further business forthcoming today, Chairman Curtit adjourned the meeting at 12:04pm Eastern.

The next conference call is 7-17-18

Decisions/Action Items

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Nothing new to report on 7-3-18

Update: Treasurer's Report/Finance and Administrative subcommittee activities update - Tim Ziethen:

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**S305 NGEC Executive Board Conference Call
June 19, 2018
11:30 AM – 12:30 PM Eastern**

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

Next Call -7-3-18