

SECTION 305 NGEC Executive Board

MINUTES

AUGUST 14, 2018

11:30 EASTERN

CONFERENCE CALL

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

DECISIONS MADE

1.

Welcome –Charlie King, Vice Chair, S305 NGEC Executive Board:

Vice Chairman Charlie King, Amtrak, convened today’s meeting and asked Steve Hewitt to call the roll.

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

Steve Hewitt called the roll, and due to the absence of representation by FRA was unable to confirm the presence of a quorum. It was agreed to conduct the meeting and take minutes but take no formal actions until the next call assuming the presence of a quorum at that time (8-28-18).

3.

Action items Review – Steve Hewitt:

Steve Hewitt noted that all, but one action item is covered under the agenda. The one not covered today - an update on the activities of the Equipment Acquisition and Ownership Best Practices Working Group - is scheduled to have its next call on 8-23-18 and will be on the Exec Board agenda for 8-28-18.

The status of all open action items as of 7-17-18 can be found below:

Action Items Status’ as of 7-17-18

Update – Multi-State Rail Car Procurement – Kyle Gradinger, Caltrans as of 7-17-18:

- *Caltrans is working on the Document Change Requests (DCR) for the cab cars to submit to the NGEC. We are still on schedule to submit those DCRs is July. Two are already completed.*
- *Caltrans and SCOA are working on the Wi-Fi change order for Caltrans cars. Coach 1 B cars (End cars) will include the same six Wi-Fi antennas and cable arrangement as installed on the AAF. Access points and router are not included and will be installed later by Caltrans.*
- *The Internal Testing meeting took place between Caltrans, IDOT, SCOA and Siemens on July 10 in Sacramento, CA. We discussed strategies and overview of Vehicle Qualification Testing, Static Testing and Dynamic Testing. Based on some of the scenarios explored during the discussions, Caltrans is preparing a rough draft of test plan to share with Amtrak and FRA for the workshop that will be held on Aug. 7 and 8 to discuss testing and all logistics and costs associated with it. (i.e. technical, insurance, indemnification, etc.)*
- *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.*
- *We are in the process of scheduling our first café cars design review meeting in September. We are targeting September 11 & 12. It will be held in Sacramento.*

Agenda item 6

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

Nothing new to report on 8-14-18

Metro North Dual Mode Locomotive Procurement 7-17-18:

As of 6-19-18, Metro North and Amtrak had reviewed their respective specs side by side and identified several differences, but "no show stoppers". Amtrak was to try to include what they can from the Metro North specification into the specification in their RFP, but not in the initial amendment of that spec.

They will work 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 both can work off.

Nothing new to report on 7-17-18

Agenda item 7

Treasurer/Grant related Status Updates/Action items - Tim Ziethen, Amtrak as of 7-17-18:

- a. Status Revised SOW
Tim Ziethen reported that Amtrak Grants office informed him that the Grant Amendment Request (GARF) and the revised Statement of Work (SOW)

- b. 12 Month No-cost grant agreement extension – confirming eligibility

Tim clarified that, as a part of the GAR is an option for a 12 month no-cost extension. Amtrak, in submitting the GAR, and the revised SOW checked the box requesting the 12-month extension. If the GAR is and the revised SOW is approved, the extension will be a part of the approved SOW. No further action needed. Should be required by the NGEC Executive Board.

Beth Nachreiner, FRA, agreed to check with the FRA Grants office to see if the submittal was received and what the status is. Beth will communicate with Tim Ziethen to confirm if it has been received or not, and/or let him know the status.

- c. NGEC Audit – Two or One?

This is still under discussion between FRA and Amtrak as to whether it is necessary or would be duplicative.

Beth Nachreiner explained that she had been alerted by FRA Grants about the inclusion of an audit in the NGEC SOW and wondered if it was something that the NGEC felt was necessary or if the fact that all Amtrak Grants are covered by the single audit process. This process would not provide a deep analysis of the 305 (NGEC) Grant – it would be very broad as it would be a part of a single audit of all Amtrak Grants – and it is up to the NGEC Executive Board to determine if it feels it should also have a program audit performed.

Eric Curtit, Chairman of the NGEC Executive Board, asked "are we required to undergo a program audit?"

Beth replied that she does not know for sure. Beth asked if an audit would be conducted by AASHTO.

Strat Cavros responded that since the NGEC "is not an entity upon itself, Amtrak conducts an audit of its own books, and it would not be incumbent upon us (AASHTO) to conduct an audit on ourselves."

Tim Ziethen explained that the last audit that the NGEC contracted for was conducted by Amtrak's OIG. The OIG or an outside auditor could do any future audits. Two are budgeted for in the SOW. Tim also noted that, "assuming the 12-month extension, if we go forward to do the 2 audits, we would do one at the end of this year and one at the end of the grant". The question is do we do 2 or 1 or none, because it is addressed by the single audit process.

Eric Curtit commented "we need to do what is required by the law...since Amtrak does the draw-down and management of the Grant, whatever Amtrak's requirements are is what we should do." He added, "I never want to ask for an audit that is not necessary...I would defer to Amtrak to see what we need to do to comply with the law."

Beth Nachreiner said that she would pose the question to FRA.

Tim noted that his instinct is that Amtrak will agree that 305 is a part of the single audit provision.

Eric noted that he is fine "as long as the single audit process fulfills the requirement."

Beth will check with FRA and let Steve Hewitt know what the recommendation or confirmation is from

FRA so that he can inform the Board without having to wait until the next call (7-31-18).

d. NGEC Budget Balance:

Tim Ziethen reported that the total spent under the current Grant is \$224,000 and the Plan amount is \$1,250,000. This leaves a balance of approximately \$1,026,000. Tim will provide an exact "to the penny" amount and provide it to Steve Hewitt for dissemination to the Board.

e. Status: April-June 2017 AASHTO Invoice:

Tim reported that he has asked Amtrak's Accounting office to provide him with the cancelled check for the invoice noted above. Tim has confirmed that Amtrak records show the invoice was paid, but the funds transfer has not been confirmed. Once Tim has the answer, he will send the information to Strat Cavros, AASHTO, and cc Steve Hewitt and Eric Curtit.

f. Requesting submittal of invoices monthly rather than quarterly:

Tim Ziethen raised the issue of requesting that AASHTO submit its invoices monthly, if possible, as the quarterly submittals are unwieldy and can cause delays in processing. A month to month basis would make the process simpler and more efficient.

Strat Cavros, AASHTO, noted that, while it is not AASHTO's normal process to submit monthly invoices, it is understandable, and they could possibly make an exception for Amtrak. Strat and Tim will talk off-lie to see if this would work, or if another solution may make the processing of three months of invoices more manageable.

Agenda item 5

Document Control Update – 7-17-18:

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

Tammy Krause reminded Eric Curtit that she had sent him the cover sheet on the completed 305-003 Revision B.1 Single Level Specification. Once he has signed it, she will send the completed spec to Steve Hewitt and inform AASHTO.

Larry Salci raised the issue of 4 DCRs for the Single Level Specification that had previously been rejected (051, 163,164 and 172). Tammy responded that they had all been approved or approved as amended through the technical working groups. Michael Burshtin pointed out that they now had different numbers.

Larry noted that they have not been approved by the Technical subcommittee, that he realizes Tammy is holding Executive Board approval of additional DCRs until there is a more complete package, but, for the manufacturer to proceed, it is necessary to get formal Technical subcommittee approval.

Tammy suggested that she compile the 4 approved DCRs and provide them to Steve Hewitt for distribution to the Technical subcommittee in advance of the next call (7-26-18) and that they be discussed and voted on during that call.

Charlie King, Technical subcommittee Chair, agreed with Tammy's suggestion, and asked Steve Hewitt to include it on the agenda for next week's Technical subcommittee call.

Agenda item 9

Acquisition and Ownership Best Practices Working Group 7-3-18:

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

Next call – 8-23-18

Next Update to the Board: 8-28-18

Amtrak Locomotive Procurement – 7-3-18:

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.

Agenda item 8

4. Approval of the Minutes from the 8-14-18 Conference Call Meeting – Charlie King:

Due to the lack of a quorum, this item was tabled until the next call (8-28-18).

5. Treasurer/Grant related Status Updates - Tim Ziethen, Amtrak:

Tim Ziethen was unavailable for today's call (8-14-18) so all items related to the Treasurer and the Grant were tabled until 8-28-18.

6. Update – Multi-State Rail Car Procurement – Kyle Gradinger, Caltrans:

Kyle Gradinger was a bit late getting on the call, but provided the following update which was read into the record by Steve Hewitt:

- *All submitted standard coach DCRs have been approved by the NGEC Technical Subcommittee*
- *Three critical cab car DCRs were submitted to NGEC on 7/30. The three are: Car Length Over Couplers, Carbody/Cab Construction and Cab Car Floor Height Transition*
- *Final Design Review Sessions for standard coach concluded last week (August 7) in Chicago with FDR for H-Coupler, IDOT Diaphragm, IDOT End Doors, Interiors, Wheelchair Lift and Trap Door. There are still open items that need to be addressed and closed before we can approve FDR.*
- *Dynamic testing discussions occurred August 7 & 8 in Chicago with a technical discussion session on 8/7 including Amtrak and FRA and a commercial & insurance discussion on 8/8. Many action items were identified, and Caltrans, IDOT, Amtrak and FRA will continue ongoing discussions to resolve all issues identified at the meetings.*
- *Preliminary Design Review for the Café car commences week of September 10 in Sacramento with a full PDR session for the Galley Equipment. Following will be an overview of the adapted systems changes from standard coach to café coach.*
- *System-level FDR approvals of the Carbody & Clearance, Water & Waste, HVAC and Brakes have been provided to SCOA/Siemens with Caltrans submittals to FRA and Amtrak to follow in the coming weeks. Approvals of additional systems on the standard coach are expected soon.*
- *The first 5 carshells are in production at Siemens Sacramento Facility with carshell #1 in the final stages of integration and welding. The expansion of the Sacramento production facility is in process and on target for a November completion.*

7.

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

Ray Hessinger reported that Metro North received an approval from the MTA Board to advertise for the Dual Mode Locomotive. The advertisement will go out around mid-August to early September. The technical specification has been wrapped up and there are no more changes to be made prior to the release of the RFP.

Ray added that the Metro-North specification was compared with the Amtrak specification included in its RFP. There are some differences with the most significant being weight limits (this has to do with the capacity of the Park Avenue Viaduct which limits the weight). All other differences between the two specs is resolvable.

8.

Amtrak Equipment Procurements Update – Charlie King, Amtrak:

Charlie King provided a high-level overview of the RFP that is on the street for Power and cited some of the differences between the PRIIA specification and that of Amtrak. Amtrak began with the PRIIA spec as its baseline and added some items based on its needs.

Some of those differences/changes include: Amtrak speed is 110mph vs PRIIA "up to" 125mph; 1000 KW HEP system vs PRIIA's 600 KW Amtrak is calling for a 2,200-gallon fuel tank – to PRIIA's call for 1,800 to 2,200 gallons; and the maximum length for Amtrak is 85 feet vs 72 feet called for in the PRIIA spec. There are other items such as those pertaining to advanced analytics and safety options especially in areas where there will be no PTC, and other safety measures will be required.

Charlie also noted that the questions and comments on the RFP have slowed down with about 4 or 5 manufacturers likely formulating their proposals for next month.

As for the RFI for cars, Charlie reported that 8 builders have come to Amtrak for interviews. Three states have been represented on those calls (IDOT, NYSDOT and Caltrans) as part of the team listening in. They provide questions to Amtrak to take to the builders. Data gathering will likely continue until October with an RFP thereafter.

9.

Update: Document Control – Tammy Krause:

The Single Level Specification Revision B.1 is listed on the AASHTO NGEN website with a link to request a copy from Steve.

Three new DCRs for the Single Level Specification have been received and are currently in process.

10.

Other:

With no further business forthcoming today, Vice Chairman Charlie King adjourned the meeting at 11:50am Eastern.

The next conference call is 8-28-18

Decisions/Action Items

Update – Multi-State Rail Car Procurement – Kyle Gradinger, Caltrans as of 8-14-18:

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The Charger - Diesel-Electric Locomotive and Mid-West Section 6 Plan Update 8-14-18:

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

No other updates reported on 8-14-18

Metro North Dual Mode Locomotive Procurement 8-14-18:

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Treasurer/Grant related Status Updates/Action items - Tim Ziethen, Amtrak as of 8-14-18:

Due to Tim Ziethen being unavailable for the call (8-14-18) nothing new was reported and these items are carried forward until the next call (8-28-18).

- g. Status Revised SOW
Tim Ziethen reported that Amtrak Grants office informed him that the Grant Amendment Request (GAR) and the revised Statement of Work (SOW) have been sent to FRA after addressing comments received previously from FRA. Amtrak is now waiting for FRA's response – additional comments or approval of the submittal.

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Next call 8-23-8

Next Update – 8-28-18

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Next Update – 9-11-18

Approval of the DRAFT minutes from 7-17-18:

This item was tabled (due to the lack of a quorum) and will be considered for approval on 8-28-18.

**S305 NGENC Executive Board Conference Call
August 14, 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 | Charlie King |
| 2. Roll Call | Steve Hewitt |
| 3. Action Items Status Review | Steve Hewitt |
| 4. Approval of Minutes from 7-17-18 | Charlie King |
| 5. Treasurer/Grant related Status Updates | Tim Ziethen |
| a. Status Revised Statement of Work (SOW)/Grant Amendment Request (GARF)submittal | |
| b. 12 Month No-cost grant agreement extension – part of the Grant Amendment Request | |
| c. NGENC Budget Balance – expenditures to date and current balance | |
| d. Status: April-June 2017 AASHTO Invoice | |
| e. NGENC Audit – Two or One or none? | |
| f. Discussions with AASHTO re: potentially changing to a monthly invoice process | |
| 6. Update: Multi-State Car Procurement | Kyle Gradinger |
| 7. Update: Metro-North Dual Mode Locomotive Procurement | Ray Hessinger |

8. Amtrak Equipment Procurements Update

Charlie King

9. Update: Document Control

Tammy Krause

10. Other

All

Next Call -8-28-18