

SECTION 305 NGEC Executive Board

MINUTES

APRIL 10, 2018

11:30 EASTERN

CONFERENCE CALL

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

DECISIONS MADE

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

Chairman Curtit, Missouri DOT, 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 confirmed the presence of a quorum.

3. Action items Review – Steve Hewitt:

Steve Hewitt noted that mostly all open action items are included in the agenda.

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

Status Update – Multi-state Car Procurement (Caltrans - Lead State) as of 3-27-18:

- *The design review meeting took place in Chicago on March 20 & 21. The discussion topics included end doors for IDOT, wheelchair lift, diagnostics, seats and safety appliances. The meetings were productive, and a lot of action items were closed. We also had some preliminary discussions on café cars design. These concepts will be reviewed and discussed with Public Health team, FDA as well as ADA representatives from California and Mid-west states.*
- *Siemens visited Chicago Maintenance Facility on March 19. They took a facility tour, met with IDOT and Amtrak mechanical and operational staff to learn about the standard practices and tooling requirements in Illinois. The meeting was productive, and Siemens was able to see legacy equipment.*
- *Caltrans and IDOT are meeting with ADA representatives from California and Illinois to go over the accessible toilet room design as well as café car design concepts. Their feedback will be communicated to SCOA/Siemens.*
- *The Mock up review is scheduled in the week of April 9 in Florida. We will be using Brightline’s cars to review some of the components in the cars, such as toilet rooms, gangway, HVAC, communication system, etc.*
- *Caltrans has been developing and submitting Document Change Requests (DCR) to NGEC. Caltrans has submitted 15 DCRs several weeks ago and awaiting approval from NGEC. 12 out of those 15 items were HVAC related and three are related to Seat tracks, Door Operators, and Air Brake Control Valve. All DCRs have been sent to the appropriate working group(s) and discussion and votes are pending. Timely approval of DCRs are critical for Caltrans and IDOT to move forward with this procurement.*

Agenda item 7

The Charger - Diesel-Electric Locomotive Update as of 3-27-18:

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

- Siemens.*
- b. 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.*
 - c. Twenty-Three Chargers are currently in the Midwest.*
 - d. 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.*
 - e. Amtrak has started to re-deploy their P42 fleet from the Midwest to other locations.*
 - f. WSDOT units are operating in revenue service*
 - g. Caltrans locomotives are operating revenue service*
 - h. The Failure Review Board is established and running, with all JPE's, Amtrak, Siemens and the new addition of Brightline as participants.*
 - i. A recurring bi-weekly warranty meeting is being held by Siemens and includes all JPE's, Amtrak, Siemens, MARC and Brightline.*

Agenda item 8

Dual Mode Locomotive Procurement as of 3-27-18:

Ray Hessinger, NYSDOT reported that Metro North is hosting an information session for vendors in lower Manhattan on 3-28-18. Ray Hessinger will be in attendance representing NYSDOT. Connecticut DOT will also be present.

Agenda item 9

Mid-West States – Section 6 progress report:

There was nothing new to report on today's call (3-27-18).

Agenda item 8

Technical subcommittee Progress Report:

Progress report was provided at the NGEN Annual Meeting – Presentation can be found at www.ngec305.org

Next update – 4-24-18

Finance and Administrative Subcommittee update as of 3-27-18:

- a. Status of the FRA Grants Office review of the grant agreement SOW changes:

Tim Ziethen reported that he is still waiting for final approval from FRA on the revised Grant Agreement SOW. FRA has informed Amtrak grants that they have requested that SAIPRC's Executive Board change its SOW of charter to include the 514 responsibilities. FRA wants to approve the changes to both committees (NGEC and SAIPRC) simultaneously.

Jeff Gordon will check back with FRA to see if any further action was required by Tim.

- b. Status – Document Control Management contract:

Tim Ziethen reported that he has received the updated information (scope and budget) from Tammy Krause and has what he needs, but that he still needs to have a brief conversation with Charlie King. Tim noted that he has the procedures (provided by Steve Hewitt), and he should be able to move things forward around the first part of next week.

- c. Resolution on missing invoice payment:

Tim Ziethen reported that the Amtrak Grants office is talking with FRA Grants to see how to process the payment. Amtrak is going ahead and getting it through its process internally so that once FRA has provided input, it will be ready to go.

Agenda item 5 under SOW related updates

Acquisition and Ownership Best Practices Working Group:

A progress report was provided at the NGEN Annual Meeting – The presentation can be found at www.ngec305.org

The 3-8-18 conference call was canceled due to schedule conflicts. The next call of the group will be scheduled soon with the expectation that the topics list will be completed, and tasks will be assigned.

Agenda item 10.

4. Approval of the Minutes from the 3-27-18 Conference Call Meeting – Eric Curtit:

On a motion by Allan Paul, NCDOT, and a second by Arun Rao, Wisconsin DOT, the minutes from the 3-27-18 Executive Board Conference Call Meeting were approved without exception.

5. Updates – SOW Related Activities - Tim Ziethen, Amtrak:

- a. Status of the FRA Grants Office review of the grant agreement SOW changes:

Tim Ziethen reported that FRA has reached out to SAIPRC to confirm that they will be picking up the 514 activities.

Michael Lestingi, FRA, confirmed that all paperwork is in from the NGEC – SAIPRC has promised to submit what it has been asked for by the end of this week. Michael anticipates that the execution of the revised NGEC grant agreement and the changes to SAIPRC will take place late this week or early next week (week of 4-16-18). Michael added that there are no challenges or issues and that it is simply the case that FRA feels it is cleaner that when one activity leaves one grant, it enters another and is done at the same time.

- b. Status – Document Control Management (DCM) contract:

Tim Ziethen reported that the SOW and budget for the DCM contract has gone through several revisions and is now close to ready to go on to the next step. The contract period has been revised, as has the budget, to run through the end of the current NGEC Grant period (9-30-19) staying consistent with the other consultant contracts. Steve Hewitt and Michael Burshtin have reviewed the latest draft of the SOW and budget, as has Charlie King. Some minor typo corrections have been made and it is pretty much in a final version. Tim has prepared a sole source justification and is “locked and loaded” to take the next steps.

Strat Cavros, AASHTO, asked that the documents be transmitted to Shayne Gill with a CC to him, and they will begin processing and formatting it per AASHTO and NGEC contract management procedures.

Steve Hewitt suggested that Tim Ziethen submit the final version and the sole source justification to Shayne Gill and to Strat asap, and that Strat or Shayne should reach out to Tim if there is anything else AASHTO needs to prepare and execute the contract.

Strat added that AASHTO has internal requirements for sole source justification and the contract, and they will take what Tim has prepared and put it into their internal form. If they have any questions, they will reach out to Tim Ziethen.

Strat asked about the anticipated timeframe. Steve Hewitt commented the sooner the better. He added that it is most important to get a Document Control Manager in place as “we are falling behind and need to get this work back on track”.

Tim stated that he will send it off to AASHTO this afternoon (4-10-18) and Strat said he would get it done next week, as he is out the next few days.

- c. Resolution of unpaid AASHTO invoice:

Tim Ziethen reported that Amtrak had just received a response from FRA grants that the unpaid invoice (from April 5, 2016) cannot be paid out of the funds in the current grant as it is expenses against a prior grant that is closed.

Strat Cavros noted he had not heard this before and expressed concern. Tim commented that the information from FRA had just come in. Michael Lestingi, FRA, asked for the email from FRA grants to be forwarded to him so that he can see what it is that FRA has said, and look at what steps or options are available to resolve this.

Strat Cavros said that he would wait to hear back on this.

Strat also asked about the status of the last two invoices submitted to Amtrak. Tim Ziethen responded that both (Quarter 4 2017, and Quarter 1 2018), are approved and in the process of being released and paid. They are either on their way out the door or already out the door. This will bring everything current except for the 2016 invoice discussed earlier.

NGEC Chairman Eric Curtit noted that he will call Michael Lestingi to see what can be done to get that earlier invoice resolved.

6.

Document Control Update - Michael Burshtin, Amtrak:

a. Status of DCRs for Multi-State Single Level Car active procurement:

Michael Burshtin provided a status update of the DCRs that have been submitted for the single level car specification to date. He provided an update on where in the technical working group review process each of the DCRs are. Michael expects to prepare a summary sheet of all DCRs, as approved by the technical working groups, to Steve Hewitt soon. Steve will then send the spreadsheet to the Technical subcommittee for review and ultimately for consideration of approval per the NGEC procedures. After they are approved by the Technical subcommittee they will be sent to the NGEC Chairman, who will re-convene the Single Level car Review Panel.

The following is a status summary provided by Michael Burshtin for inclusion in today's (4-10-18) minutes:

a) *Single Level DCRs*

I inherited 11 single-level DCRs submitted and processed in late Fall 2017. The records indicate the following disposition:

- 5 - Accepted*
- 2 - Accepted as Amended*
- 2 - Rejected*
- 1 - Verbal Acceptance, waiting for document*
- 1 - no record*

I do not know if any of these Approved items were forwarded for Technical Committee review.

3 DCRs submitted on December 20, 2017

- 1 - Accepted*
- 2 - Accepted as Amended*

These required follow-up review by all Technical subgroups, so the review took some time.

15 DCRs submitted on March 1, 2018 which included several significant HVAC issues. I am currently awaiting final disposition this week from Mechanical subgroup, who sent me their tentative findings

- 1 - Accepted*
- 5 - tentatively Accepted*
- 5 - tentatively Accepted as Amended*
- 3 - tentatively Rejected*
- 1 - in review process*

3 DCRs (the ones which were tentatively Rejected in the prior batch) were resubmitted on April 5, 2018

- 3 - in review process*

Once the last of these DCRs are dispositioned, I will be preparing a Summary of all Accepted and Accepted as Amended changes, for Technical subcommittee review.

(As information, there are 4 diesel-locomotive DCRs submitted on March 5, which are still in the review process)

A comment on the review process - the Technical subgroups have been working to review the specifications and DCRs since the start of PRIIA several years ago (2010), with almost all the same staff. As mentioned at the last Technical subcommittee call, we certainly could use some additional member participation, as we all have much more workload in our day jobs than even 5 years ago.

Once the last of the current batch of the single-level DCRs are dispositioned, I will be forwarding for Technical Committee approval.

b. Status of incorporating the Revision A.1 and Revision B adopted changes into the D-E Locomotive Specification

305-005 Rev A:

Michael did not have an update on this item. He has tried to get a status update from the Technical spec writer but has not received a response. He believes that Tammy Krause has been in touch with the spec writer and will be able to provide an update.

- c. Status of updating the Single Level spec with the changes previously approved in the bi-level spec and applicable to the Single Level spec(s):

Michael also did not have an update on this item, but noted he believes that Tammy Krause is working on this.

Steve Hewitt emphasized that there is a sense of urgency to get the contract with the DCM (Tammy Krause) executed so that the work can be done and can get back on schedule. Steve noted that some of the work is lagging far behind and has been for some time. He also noted that this has been a most difficult undertaking for Michael as he is coming into it in the middle and cannot be expected to recreate history. It is important to resolve the contract that will bring Tammy Krause officially on board - one who has been involved from the beginning and is critical to getting the DCM process back on track.

Steve also reminded members on the call that the DCM contract cannot be executed until the revised grant agreement is executed as it allows for the flexibility to either do the DCM work in-house by Amtrak or hire a consultant to do the work. Steve believes all of this can occur simultaneously, and strongly urged that both efforts proceed expeditiously.

7.

Update – Multi-State Car procurement – Kyle Grading, Caltrans:

Kyle Grading reported that the team is in Miami today looking at a mock up of the Brightline train and that he does not have anything additional to report on today.

8.

Update – Charger Locomotives and Mid-West Section 6 Activities – Arun Rao, Wisconsin DOT, for John Oimoen, IDOT:

Arun Rao read into the record the following update prepared by IDOT:

1. *Of the 33 units IDOT locomotive order, all 33 have been conditionally and finally accepted with Siemens.*
2. *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.*
3. *Twenty-Three Chargers are currently in the Midwest.*
4. *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.*
5. *WSDOT units are operating in revenue service*
6. *Caltrans locomotives are operating revenue service*
7. *The Failure Review Board is established and running, with all JPE's, Amtrak, Siemens and the new addition of Brightline as participants.*
8. *A recurring bi-weekly warranty meeting is being held by Siemens and includes all JPE's, Amtrak, Siemens, MARC and Brightline.*

9.

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

Ray Hessinger, NYSDOT reported that Metro North held an information meeting in NYC on 3-28-18 for entities interested in the Dual Mode Locomotive procurement. The meeting was well attended with all major locomotive builders well represented. NYSDOT, Connecticut DOT, and Amtrak were also present at the meeting.

Metro North will be working with the MTA Board on the information gathered from the meeting and hopes to be releasing an RFP (which will be a 2 step RFP process) by late May or early June 2018.

Ray noted that the decision on the funding has not yet been decided – whether it will include federal funds or be all state funds. The decision could have significant impacts especially on potential option orders – it could raise some complications.

Ray also noted that there was a brief discussion during the meeting on the specification, and it is noted that it is to be based on the PRIIA Dual Mode Locomotive specification with modifications. Metro North will bring those modifications

to the NGEC, but not until after the release of the RFP.

Ray added that there are technical challenges such as clearance and temperature in the Grand Central Terminal tunnels as well as weight restrictions.

Ray will continue to keep the NGEC apprised as the process moves forward.

10.

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

Eric Curtit reported that he 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. Steve Hewitt noted that there have been "quite a few" new volunteers who have expressed interest in joining the working group since the NGEC Annual Meeting. Clearly, there is strong interest in the work of this group.

11.

Other/Adjourn:

With no other business forthcoming, Chairman Curtit adjourned today's call at 12:04pm Eastern.

The next conference call is 4-24-18

Decisions/Action Items

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

As of 4-10-18:

Kyle Gradinger, Caltrans, reported that the team is in Miami today looking at a mock-up of the Brightline train and that he does not have anything additional to report on today.

The Charger - Diesel-Electric Locomotive Update as of 4-10-18:

1. *Of the 33 units IDOT locomotive order, all 33 have been conditionally and finally accepted with Siemens.*
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Mid-West States – Section 6 progress report:

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Metro North Dual Mode Locomotive Procurement as of 4-10-18:

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Metro North will be working with the MTA Board on the information gathered from the meeting and hopes to be releasing an RFP (which will be a 2 step RFP process) by late May or early June 2018.

The specification is to be based on the PRIIA Dual Mode locomotive specification with modifications. Metro North will

bring those modifications to the NGEC, but not until after the release of the RFP.

Ray Hessinger, NYSDOT, will continue to keep the NGEC apprised as the process moves forward.

Technical subcommittee Progress Report:

Next update scheduled for 4-24-18

Finance and Administrative Subcommittee/Treasurer's update as of 4-10-18:

- a. Status of the FRA Grants Office review of the grant agreement SOW changes:

The FRA has reached out to SAIPRC to confirm that they will be picking up the 514 activities.

Michael Lestingi, FRA, confirmed that all paperwork is in from the NGEC – SAIPRC has promised to submit what it has been asked for by the end of this week. It is anticipated that the execution of the revised NGEC grant agreement and the changes to SAIPRC will take place late this week or early next week (week of 4-16-18).

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Strat Cavros, AASHTO, asked that the documents be transmitted to Shayne Gill with a CC to him, and they will begin processing and formatting it per AASHTO and NGEC contract management procedures.

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NGEC Chairman Eric Curtit will call Michael Lestingi to see what can be done to get that earlier invoice resolved.

Document Control Update:

See (above) agenda items 6 a, b, c. and d for summary of document control activities.

Acquisition and Ownership Best Practices Working Group – as of 4-10-18:

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.

Attachments

S305 NGEN Executive Board Conference Call
April 10, 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 3-27-18 | Eric Curtit |
| 5. Updates – SOW Related Activities | Tim Ziethen |
| d. Status of the FRA Grants Office review of the grant agreement SOW changes | |
| e. Status – Document Control Management contract | |
| f. Status – unpaid AASHTO invoice | |
| 6. Document Control Update | Michael Burshtin |
| d. Status of DCRs for Single Level Car active procurement | |
| e. Status of incorporating the Revision A.1 and Revision B adopted changes into the D-E Locomotive Specification 305-005 Rev A | |
| f. Status of updating the Single-Level spec with the changes previously approved in the bi-level spec and applicable to the Single Level spec. | |
| g. Schedule/timeline | |
| 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. Status: Equipment Acquisition and Ownership Best Practices Working Group | Eric Curtit |
| 11. Other | All |

Next Call -4-24-18