

SECTION 305 NGENC Executive Board

MINUTES

APRIL 24, 2018

11:30 EASTERN

CONFERENCE CALL

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

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 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 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.

Agenda item 8

The Charger - Diesel-Electric Locomotive Update as of 4-24-18:

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.*

Agenda item 9

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

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. NYS DOT,

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. 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.

Agenda item 10

Mid-West States – Section 6 progress report:

There was nothing new to report on today's call (4-10-18).

Agenda item 9

Treasurer's/Finance and Administrative Subcommittee 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).

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

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.

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.

Tim Ziethen expects to the documentation to AASHTO this afternoon (4-10-18) and Strat Cavros noted that he would get it done next week.

- c. Resolution on missing invoice payment:

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, AASHTO, 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 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 will call Michael Lestingi to see what can be done to get that earlier invoice resolved.

Agenda item 5.

Document Control Status as of 4-10-18:

- 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 NGEN procedures. After they are approved by the Technical subcommittee they will be sent to the NGEN 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.

Agenda item 6

Acquisition and Ownership Best Practices Working Group – as of 4-24-18:

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.

4. Approval of the Minutes from the 4-10-18 Conference Call Meeting – Eric Curtit:

On a motion by John Oimoen, IDOT, and a second by Amanda Martin, IOWA DOT, the minutes from the 4-10-18 Executive Board Conference Call Meeting were approved without exception.

5. Treasurer's Update: - Tim Ziethen, Amtrak:

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

Michael Lestingi, FRA, reported that NNEPRA (for SAIPRC) has not yet submitted a revised SOW for the SAIPRC grant agreement to include the move of the 514 responsibilities from the NGEC to SAIPRC. Michael will follow up.

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

Strat Cavros, AASHTO, reported that they have not yet received the formal contract proposal from Tammy Krause on her letterhead addressed to AASHTO. All information provided from Amtrak/NGEC is complete – but that info needs to be on TLK Associates letterhead and addressed to AASHTO to be executed. Tammy was informed on 4-18-18 of this request but has yet to submit it. Steve Hewitt will follow up with Tammy and ask her to act on this asap so that the contract can be signed/executed.

- c. Resolution of unpaid AASHTO invoice:

Tim Ziethen reported the Amtrak has gone ahead and processed the invoice for payment but is still waiting for FRA to provide them "with a path forward". Until then, Amtrak is at risk.

Michael Lestingi will follow up with FRA staff to get this resolved. Eric Curtit will call Michael on this as well.

6. Document Control Update - Michael Burshtin, Amtrak:

Michael Burshtin provided a status update on the pending DCRs for the single level car specification:

Michael has prepared the summary of changes spreadsheet with all of those that have been dispositioned out of the Technical working groups with recommendations of accepted, accepted as amended or rejected. The spreadsheet has been sent by Steve Hewitt to the Technical subcommittee members and will be considered for approval on 5-3-18.

Michael noted that there are several DCRs being considered by the Interiors working group, as amended, including the Seat Track DCR. It is anticipated that the working group will come to a determination on these DCRs and send their recommendations to Michael for inclusion on the summary of changes spreadsheet to be considered on 5-3-18.

Michael also noted that there is an additional DCR under review by the VTI working group, and it too, may be dispositioned for inclusion on the spreadsheet and considered for approval by the Technical subcommittee on 5-3-18.

If all these actions take place – it will mean that all the DCRS submitted for this specification will have been brought forth for consideration by the Technical subcommittee.

7.

Re-Convene Single Level Car/Trainset Review Panels – confirm members - Eric Curtit:

Single Level Car/Trainset Review Panels current members:

Eric Curtit, Missouri DOT - Chair
Ray Hessinger, NYSDOT
Allan Paul, North Carolina DOT
Jason Biggs, Washington State DOT
Jeff Gordon, FRA
Larry Salci, Consultant to the Panel
Michael Burshtin, Amtrak – technical support
Tammy Krause, TLK – DCC technical support
Steve Hewitt – NGEC support

Once the Technical subcommittee has voted on the DCRs submitted for consideration, those approved will be sent to Chairman Curtit who will direct the Review Panel and its consultant (Larry Salci) to develop its report and recommendations for Executive Board consideration.

8.

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

- *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.*
- *Caltrans has been developing and submitting Document Change Requests (DCR) to NGEC. All DCRs have been sent to the appropriate working group(s) and discussion and votes are pending.*

A revision of DCR 160 has been worked on and was submitted to the Interiors working group. The working group is meeting today and is hopeful of moving the amended DCR forward to the Technical subcommittee.

9.

Update – Charger Locomotives and Mid-West Section 6 Activities – John Oimoen, IDOT:

Locomotive Update:

John Oimoen stated that the update this week was the same as two weeks ago and asked Steve Hewitt to use that update for inclusion in today's (4-24-18) minutes:

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.*

Mid-West Section 6 Update:

John Oimoen reported that the FRA and the states continue to go back and forth on the plan, but he believes they are close to finalizing it. John is hopeful it will be finalized sometime next month.

10.

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

There was no update for today's call.

11.

Other/Adjourn:

With no other business forthcoming, Chairman Curtit adjourned today's call at 11:51am Eastern.

The next conference call is 5-8-18

Decisions/Action Items

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

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No update today (4-24-18)

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

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Attachments

**S305 NGEN Executive Board Conference Call
April 24, 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 4-10-18 | Eric Curtit |
| 5. Treasurer's Update | 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 |
| 7. Re-Convene Single Level Car/Trainset Review Panels – confirm members | Eric Curtit |
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Steve Hewitt – NGEN support | |
| 8. Update - Multi-State Car Procurement | Kyle Gradinger |
| 9. Update: Charger Locomotives/DEF/UREA Implementation and Mid-West Section 6 Activities | John Oimoen |
| 10. Update: Metro-North Dual Mode Locomotive Procurement | Ray Hessinger |
| 11. Other | All |

Next Call -5-8-18