
SECTION 305 NGECE Executive Board

MINUTES

JUNE 6, 2017

11:30 EASTERN

CONFERENCE CALL

FACILITATOR	<i>Eric Curtit, Chair, S305 NGECE Executive Board</i>
ATTENDEES	Board Members: <i>Eric Curtit, Michael Lestingi, Darrell Smith, Mario Bergeron, Ray Hessinger, Eric Curtit also as proxy for John Oimoen, Tim Hoeffner, and Arun Rao, Jason Biggs for Ron Pate, Allan Paul for Paul Worley, John Rosacker, Michael Jenkins, Brian Beeler II</i> Support Staff: <i>Steve Hewitt, Patrick Centolanzi, Shayne Gill, Larry Salci, Jeff Gordon, Sal DeAngelo, Dale Engelhardt, Tammy Krause, Dave "Emeritus" Warner</i>
ABSENTEES	Board Members: <i>Paul Worley, Tim Hoeffner, Amanda Martin, Arun Rao, John Oimoen, Ron Pate, Support:</i> <i>Beth Nachreiner, Bryan Hong</i>

DECISIONS MADE

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

NGECE Chairman Eric Curtit, convened today's meeting.

Roll Call –Steve Hewitt, Manager, S305 NGECE Support Services:

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

3. Review of Action Items – Steve Hewitt:

For the record, a status update of all open action items, as of the start of this meeting, is included below:

Mid-West States – Section 6 progress report:

The lease agreements with Amtrak are getting close – with 2-3 open items remaining. Getting the agreements in place is critical to getting the equipment into revenue service.

The Section 6 plan is still with FRA and its review is ongoing.

Meetings with the Fleet Manager are taking place to discuss ongoing fleet issues for the Mid-West states. The effort is collaborative and working well.

Agenda item 5

Procurement Updates: (Ongoing)

On 1-17-17, the Chair tabled Bi-Level procurement updates until new information is available and appropriate to share.

Diesel-Electric Locomotive Procurement update was table for today – see agenda item 6 for update.

Agenda item 6

Finance and Administrative Subcommittee and New Grant Activities: (ongoing)

- Developing a strategy to and implementation plan for requesting federal funds beyond the expiration of the current grant agreement (9-30-19).

The subcommittee continues to emphasize distribution of the two-pager educational document. Members who would like additional copies should contact Steve Hewitt.

The FASC members are requesting that the Legislative Outreach task force be re-convened to work on concepts for a regular update/report card/dash board for the Hill and other stakeholders. The concept is for

a quarterly report like what APTA has developed.

- Syncing the Amtrak/AASHTO Support Services contract, and those of existing subcontractors, with the Grant Agreement. This effort is underway. There are several new requirements in the current grant to work through. These are primarily related to DBE requirements. Amtrak procurements is working through those requirements, and will be reaching out to AASHTO within a week or so.

Status: On 5-31-17, the FASC approved a motion to reaffirm the intent to extend the contracts of AASHTO and its sub-consultants for the life of the current grant agreement which runs through 9-30-19 in accordance with the SOW and budget contained in that agreement.

Agenda item 7c and agenda item 8

Standing Subcommittee monthly update schedule:

Technical subcommittee – tabled for today - next update – 6-6-17 - **agenda item 7a**

514 subcommittee – tabled for today – next update – 6-6-17 – **agenda item 7b**

Finance and Administrative subcommittee – 6-6-17 – **agenda item 7c**

Formation of the Acquisition and Ownership Best Practices Working Group – The working group has been named, with Eric Curtit serving as Chair.

Eric Curtit reported on 5-23-17 that he and Steve Hewitt were working on a brief that will encapsulate what it is the working group should accomplish and will send it out for member feedback. Following that input, it will be sent to NGEN Executive Board members for review and comment.

The members of the working group are:

Eric Curtit, Missouri DOT, Chair - Eric.curtit@modot.mo.gov
Sal DeAngelo, FRA Salvatore.deangelo@dot.gov
Joe Paul – Amtrak – joseph.paul@amtrak.com
Tim Hoeffner - Michigan DOT - Hoeffnert@michigan.gov
Michael Jenkins – Oregon DOT - Michael.I.jenkins@odot.state.or.us
Illinois Department of Transportation – John Oimoen john.oimoen@illinois.gov – alternate -Jennifer Bastian, jennifer.bastian@illinois.gov
Washington Department of Transportation – Ron Pate, Pater@wsdot.wa.gov - alternate -Jason Biggs, biggsjr@wsdot.wa.gov
Steve Hewitt - NGEN Support Services: Steve Hewitt - Shewitt109@aol.com
Larry Salci – Consultant - larry@salciconsult.com
Paul Jamieson – Industry Member – SNC-Lavalin - Paul.Jamieson@snclavalin.com
Dick Bruss – Industry Member – NARP - rjembruss@gmail.com

Executive Board approval of Diesel-Electric Locomotive Specification Revision B:

The members of the Locomotive Review Panel have been confirmed (see agenda item 8a.)

A scope, schedule and budget for reviewing the DCRs for specification Revision B and developing the Review Panel Report with Recommendations has been submitted by Consultant Larry Salci, and was approved by NGEN Chairman Eric Curtit. AASHTO will prepare the contract modification accordingly and Mr. Salci will begin completing the assigned tasks.

The intent is to have the Report completed by 5-22-17 and submitted to the Review Panel, with Executive Board consideration on 6-6-17.

The schedule has slipped a bit, but no significant delay is anticipated.

Status update: Agenda item 9

4.

Approval of the Minutes from the 5-9-17 and 5-23-17 Conference call meetings – Eric Curtit:

On a motion by Brian Beeler II, Maine DOT, and a second by Darrell Smith, Amtrak, the minutes from the 5-9-17 and 5-23-17 Executive Board conference calls were approved as presented.

**5.
Progress Report: Mid-West States – Section 6:**

Eric Curtit provided a brief update on the Section 6 activities of the Mid-West states:

The Mid-West states are heading to Minnesota today to work on the FRA's Regional Plan for intercity passenger rail.

The lease agreements between the states and Amtrak are getting closer to completion.

The group continues to move forward towards fulfilling its Section 6 requirements. The Section 6 plan was submitted to FRA and continues to be under review.

**6.
Status Update: Diesel-Electric Locomotive Procurement – Eric Curtit for John Oimoen, IDOT:**

John Oimoen provided the following update for inclusion in today's minutes which were read into the record by Eric Curtit:

a) Six Caltrans units have been delivered to Oakland. They have completed all testing, are conditionally accepted, and are in revenue service.

b) IDOT and Siemens have signed conditional acceptance on IDOT units: 4603- 4611. These units have also completed the 500 mile burn in. IDOT 4612 & 4613 shipped from Sacramento to TTCI in Pueblo on 6/2.

c) IDOT Locomotives 4604 and 4611 are in Chicago and completed the pre-revenue testing on the applicable Midwest corridors. Track Geometry testing is complete for all corridors, as well. The 238.111a testing on the Michigan and Chicago to St. Louis corridors will be run at a later date due to IETMS/PTC implementation and XITCS software development.

d) All eight WSDOT Locomotives have completed burn in testing. 4 units are in Seattle and have undergone receiving inspections. Title transfer to WSDOT occurred on unit 1403. Two units are in transit from TTCI to Seattle. Two units are at TTCI awaiting shipment to Seattle.

e) The WSDOT 213.345 test report has been submitted by Amtrak to the FRA.

f) WSDOT and IDOT continue to meet with Amtrak to finalize their respective leases. Both are working through a small number of remaining issues.

g) Siemens warranty service locations are now established at all JPE locations.

h) Wi-Tronix equipment has been installed on all units. Wi-Tronix has completed the software update. Siemens is working with them on a software download plan. The units can go into revenue service only trailing units until this software is installed.

**7.
Standing Subcommittee Monthly Updates:**

1. Technical subcommittee - Mario Bergeron, Amtrak:

Technical subcommittee Chairman Mario Bergeron reported on some of the key activities of the subcommittee:

Document Control Update:

The update of the single level specification includes a review of various existing equipment specifications, including the PRIIA Bi-level, and will be creating the DCRs to update the specification. Rich Stegner is leading the internal effort. All DCRs created will be processed through the technical working groups per NGEN procedures. The approved DCRs will then be incorporated into the next version of the PRIIA single level specification. Tammy Krause expects to have a revised timeline after the full scope of work is determined. This is anticipated to happen before the end of June.

Electronics on Trains Working Group:

The working group has met twice thus far. The first meeting took place on 5-8-17 and the second one was held on 5-23-17.

The group has set a schedule to meet every two weeks at 3:00PM Eastern.

On 5-23-17, the scope statement presented during the first meeting was accepted without revision.

Members were requested to find an expert in the electronics field to present short presentations at the next meeting (today - 6-6-17).

The group also, on 5-23-17, agreed on utilizing a DTL to communicate between cars rather than a wireless solution.

Dale Engelhardt is currently leading the working group, but he is retiring from Amtrak at the end of June. The group is looking to name someone to take over as chair - and is hopeful to resolve this on the next call.

Dale was on the call today, and added that many interested articles have been collected and circulated among the working group members. He anticipates today's working group call to be "quite interesting".

Mario Bergeron and others on the call expressed their desire to have Dale remain involved with the working group and with the NGEC even after his retirement at the end of June.

Mari Bergeron also reported that George Hall has been named to fill Dale's engineering position at Amtrak. The transition is underway now.

Asked if George would continue with his responsibilities regarding PTC, Mario responded that George will "keep a foot in there". Transition details are being worked and are fluid at the moment.

2. 514 subcommittee - Brian Beeler II, NNEPRA for Maine DOT:

Chairman Beeler reported on the key activities of the 514 subcommittee:

Brian reported that the 514-subcommittee held a successful second quarter reconciliation call on 5-16-17. The process is moving along well with very good interaction and cooperation among the states and Amtrak.

Brian is expecting information from Amtrak within the next several days that will provide update tables for the 5-year cost estimates to go into the CIP.

Overall, the process is working quite well.

The next call will take place on 6-13-17. For those who are attending the SAIPRC quarterly meeting in Detroit on 6-13-17 and 6-14-17, a room will be provided for the 514 meeting. There will also be a conference call line available.

3. Finance and Administrative subcommittee - Darrell Smith, Amtrak:

FASC Chairman Darrell Smith provided an update on the activities of the Finance and Administrative subcommittee noting two key items:

- Review/refresh NGEC Contract procedures;

Darrell Smith noted that the FASC has begun a review and clean-up of the NGEC Contract procedures which were adopted in 2013. He noted that it makes sense to dust it off and update it since it has been four years since it was developed. It is a fact that many of the

members of the FASC and the Executive Board were not on the NGECE when the procedures were adopted, and others had not seen them in a long time. Thus, the FASC members felt it would be prudent for its members, and subsequently the Board, to review the document as a refresher, and to offer suggestions for changes/updates that better reflect the NGECE as it is today.

Members of FASC were asked to review the procedures and send any comments on them to Steve Hewitt and Darrell Smith in advance of the next FASC call – 6-28-17.

During the Executive Board meeting, following the 6-28-17 FASC call, Darrell Smith will walk through the procedures providing background and context as well as an overview of what the procedures are and how they are implemented. He will also go over any recommended changes or updates. It is important for all members to be familiar with the procedures and to know “you can’t spend money without permission”.

- The second item has to do with what Darrell called the “last step” from the old grant to the new grant”. The new grant with the FRA is for three years – effective 10-1-16 through 9-30-19. The contracts between AASHTO and Amtrak and between AASHTO and the sub-consultants for the administrative support and support services management currently expire on 9-30-17, and the intent is to synch these contracts with the timeline of the grant agreement through 9-30-19 and in accordance with the SOW and budget contained in that agreement. On its last call 5-31-17, the Finance and Administrative subcommittee approved a motion to reaffirm the NGECE’s intent to extend the AASHTO contract for support services and the sub-consultant contracts (such as Hewitt Consulting and SalciConsult) to be in synch with the timeline of the grant agreement (through 9-30-19) consistent with the SOW, and budget included in the agreement. The FASC has submitted the motion, as approved, to the NGECE Executive Board with a recommendation for approval.

8.

Consideration of approval of motion of intent to extend the AASHTO contract and the sub-consultant contracts in synch with the NGECE SOW, budget, and timeframe of the Grant Agreement that began 10-1-16 and runs through 9-30-19 – Eric Curtit:

Darrell Smith, after completing the FASC report offered the following motion for Board consideration:

“As was intended in past NGECE budget approvals and to ensure compliance with the Audit of Grant Agreement of March 27, 2013, and the NGECE’s updated Procedure of Establishing Contract Support adopted August 6, 2013, the NGECE authorizes Amtrak to contract with AASHTO for administrative support services as well as subsequent sub-contracts per the statement of work for entities such as; with Hewitt Consulting for Manager of Support Services, and with SalciConsult for Specification Consultant services. In addition, with the Federal Railroad Administration’s June 8th, 2015, approval of the NGECE’s Supplemental Statement of Work and related budget extension through September 30, 2017, and its subsequent approval of the Statement of Work and Budget included in the Grant Agreement executed on October 26, 2016 for the period beginning October 1, 2016 through September 30, 2019, Amtrak is authorized to extend its agreement with AASHTO and AASHTO’s sub-consultants in accordance with the Statement of Work.”

The motion was seconded by Ray Hessinger, NYSDOT, and with no further discussion, Chairman Curtit called for a roll call vote:

Steve Hewitt called the roll of voting members:

Eric Curtit, Missouri DOT – Aye
Eric Curtit as proxy for Illinois DOT – aye
Eric Curtit as proxy for Wisconsin DOT -aye
Eric Curtit as proxy for Michigan DOT – aye
Allan Paul for Paul Worley, NCDOT – aye
Mario Bergeron, Amtrak – aye
Darrell Smith, Amtrak – aye
Michael Lestingi, FRA – aye

John Rosacker, Oklahoma DOT – aye
Jason Biggs, Washington State DOT – aye
John Pagano, Caltrans – aye
Michael Jenkins, Oregon DOT – aye
Brian Beeler, NNEPRA for Maine DOT – aye

With a quorum having been established, and all voted cast in the affirmative, Chairman Curtit determined that consensus has been achieved and the motion is approved.

The next steps are for Amtrak and AASHTO to work on final language in the contract, and for AASHTO to work on the contract extensions with the sub-consultants as noted in the approved motion.

This item will remain as an open action item on Executive Board agendas so that status reports on the progress towards finalizing and executing the contracts can be provided.

9. Status/Update/revised timeline: Review of Diesel-Electric Locomotive DCRs for Revision B – Larry Salci:

Larry Salci reported that some health issues had delayed his completion of the Review Panel report and recommendations on the D/E Locomotive DCRs for Revision B; but noted that he anticipated completing the report by the end of the week or over the weekend. Once the report is completed, a Review Panel call can be scheduled to review and approve the report and its recommendations. Steve Hewitt will work with Chairman Curtit to schedule the call for some time next week (week of 6-11-17) or the week after that (6-18-17).

10. Adjourn:

With no other business forthcoming for today, Chairman Curtit adjourned the call at 12:01PM Eastern.

The next conference call is June 20, 2017

Decisions/Action Items

Procurement Updates: (Ongoing)

On 1-17-17, the Chair tabled Bi-Level procurement updates until new information is available and appropriate to share.

Diesel-Electric Locomotive Procurement update – see agenda item 6 for update.

Mid-West States – Section 6 progress report:

The Mid-West states are heading to Minnesota today to work on the FRA's Regional Plan for intercity passenger rail.

The lease agreements between the states and Amtrak are getting closer to completion.

The group continues to move forward towards fulfilling its Section 6 requirements. The Section 6 plan was submitted to FRA and continues to be under review.

Finance and Administrative Subcommittee and New Grant Activities: (ongoing)

The FASC is reviewing and updating the NGEC contract procedures and will consider the updates on its next call – 6-28-17. Following that call, the procedures as updated will be presented to the NGEC Executive Board.

Today, 6-6-17, the FASC submitted the following motion for Board consideration:

"As was intended in past NGEC budget approvals and to ensure compliance with the Audit of Grant Agreement of March 27, 2013, and the NGEC's updated Procedure of Establishing Contract Support adopted August 6, 2013, the NGEC authorizes Amtrak to contract with AASHTO for

administrative support services as well as subsequent sub-contracts per the statement of work for entities such as; with Hewitt Consulting for Manager of Support Services, and with SalciConsult for Specification Consultant services. In addition, with the Federal Railroad Administration's June 8th, 2015, approval of the NGEC's Supplemental Statement of Work and related budget extension through September 30, 2017, and its subsequent approval of the Statement of Work and Budget included in the Grant Agreement executed on October 26, 2016 for the period beginning October 1, 2016 through September 30, 2019, Amtrak is authorized to extend its agreement with AASHTO and AASHTO's sub-consultants in accordance with the Statement of Work."

The motion was approved by the Executive Board with a quorum having been established and all votes cast in the affirmative.

Amtrak and AASHTO will now work to finalize their contract in accordance with the motion, and AASHTO will do the same with the sub-consultant contracts.

Ongoing status updates will be provided to the Executive Board until the contracts have been finalized and executed.

Next Finance and Administrative subcommittee update – 7-18-17

Technical subcommittee update: See agenda item 7a. for detailed report.

514 subcommittee update: See agenda item 7b for detailed report.

Standing Subcommittee monthly update schedule:

Technical subcommittee – next update – 7-18-17
514 subcommittee – tabled for today – next update – 7-18-17
Finance and Administrative subcommittee – 7-18-17

Executive Board approval of Diesel-Electric Locomotive Specification Revision B:

On 6-6-17, Larry Salci reported that he anticipates completing the report by the end of the week (6-9-17) or over the weekend. Once the report is completed, a Review Panel call can be scheduled to review and approve the report and its recommendations. Steve Hewitt will work with Chairman Curtit to schedule the call for some time next week (week of 6-11-17) or the week after that (6-18-17).

Formation of the Acquisition and Ownership Best Practices Task Force – The task force has been named, with Eric Curtit serving as Chair. Members include: Tim Hoeffner, Michigan DOT and Mike Jenkins, Oregon DOT as well as representatives (yet to be named) from Illinois DOT, Washington State DOT and Amtrak and FRA. Larry Salci will also participate and Paul Jamieson, SNC-Lavalin has volunteered as well.

Members have been identified.

Eric Curtit reported on 5-23-17 that he and Steve Hewitt were working on a brief that will encapsulate what it is the working group should accomplish and will send it out for member feedback. Following that input, it will be sent to NGEC Executive Board members for review and comment. (ongoing)

ATTACHMENTS



The NGEC will provide national leadership in standardization, acquisition, financing and management of passenger rail equipment.

S305 NGEC Executive Board Conference Call
June 6, 2017
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 the 5-9-17 and 5-23-17 conference call meetings | Eric Curtit |
| 5. Progress Report: Mid-West States – Section 6 | Eric Curtit |
| 6. Status Update: Diesel-Electric Locomotive Procurement | John Oimoen |
| 7. Standing Subcommittees Monthly Updates | |
| a. Technical subcommittee | Mario Bergeron |
| b. 514 subcommittee | Brian Beeler II |
| c. Finance and Administrative subcommittee | Darrell Smith |
| 8. Consideration of approval of motion of intent to extend the AASHTO contract and the sub-consultant contracts in synch with the NGEC SOW, budget, and timeframe of the Grant Agreement that began 10-1-16 and runs through 9-30-19. | Eric Curtit |

The motion, as approved by the FASC and recommended for Board approval is:

"As was intended in past NGEC budget approvals and to ensure compliance with the Audit of Grant Agreement of March 27, 2013, and the NGEC's updated Procedure of Establishing Contract Support adopted August 6, 2013, the NGEC authorizes Amtrak to contract with AASHTO for administrative support services as well as subsequent sub-contracts per the statement of work for entities such as; with Hewitt Consulting for Manager of Support Services, and with SalciConsult for Specification Consultant services. In addition, with the Federal Railroad Administration's June 8th, 2015, approval of the NGEC's Supplemental Statement of Work and related budget extension through September 30, 2017, and its subsequent approval of the Statement of Work and Budget included in the Grant Agreement executed on October 26, 2016 for the period beginning October 1, 2016 through September 30, 2019, Amtrak is authorized to extend its agreement with AASHTO and AASHTO's sub-consultants in accordance with the Statement of Work."

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|---|-------------|
| 9. Status Update/updated timeline: Review of Diesel-Electric Locomotive DCRs for Revision B | Larry Salci |
| 10. Other | All |

Next Meeting -June 20, 2017