

SECTION 305 NGEC Executive Board

MINUTES

JUNE 9, 2015

11:30 EASTERN

CONFERENCE CALL

FACILITATOR	<i>Eric Curtit, Chair, S305 NGEC Executive Board</i>
ATTENDEES	Board Members: <i>Eric Curtit, Mario Bergeron, Darrell Smith, Jeff Gordon for Michael Lestingi, Tammy Nicholson, John Oimoen, Paul Worley, Stan Hunter, for Momoko Tamaoki, Arun Rao, Michael Jenkins, Ron Pate, Brian Beeler II</i> Support Staff: <i>Steve Hewitt, Brent Thompson, Jason Biggs, Nico Lindenau, Shayne Gill, Bryan Hong, Larry Salci, Sal DeAngelo, Vincent Brotski, Tammy Krause, Dave Warner</i>
ABSENTEES	Board Members, <i>Michael Lestingi, John Rosacker, Momoko Tamaoki, Ray Hessinger, Tim Hoeffner,</i> Support: <i>Beth Nachreiner, Allan Paul, Martin Schroeder, Patrick Centolanzi, Strat Cavros, Dale Engelhardt</i>

DECISIONS MADE

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

Chairman Curtit opened today’s meeting and asked Steve Hewitt to call the roll.

2. **Roll Call –Steve Hewitt, Manager, S305 NGEC Support Services:**

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

3. **Review of Action Items – Steve Hewitt:**

Action Items Status

Mid-West States – Section 6 progress report: This remains as an ongoing agenda item. The RFP for a Fleet Manager is close to being approved. The Mid-West group continues to work on developing the RFP for a Fleet Maintainer. The manufacturers have refined commitments relevant to the manufacture of the equipment; and that the “first car body was been married to the roof last week or the week before...and we are moving into the 3 dimensional stage”.

Agenda Item 5

514 Subcommittee update: Ron Pate reported that the subcommittee continues to work on redoing the capital investment minor updates for concurrence on cost increases. A meeting facilitated by FMCS will take place on June 2, 2015 in DC on Amtrak’s implementation of 209. (Ongoing)

Agenda item 11

Executing a no-cost amended grant agreement through 9-30-17: As of the 5-26-15 call the extension was in the signature stage at FRA and expected be out in about a week’s time.

Agenda item 6

Host Railroad Blessing of NGEC equipment: The kickoff meeting took place June 4th in DC. Jeff Gordon provided an overview to the Technical subcommittee later that day. Along with AAR representatives, there were also representatives from Caltrans, IDOT, FRA (Safety and R&D) and Amtrak – a total of 28 attendees.

This is the start of the process to create a standard for the quality of new passenger equipment that will be placed into service on AAR track. 5 subgroups have been formed. The intent is to have a draft proposal by the end of this year.

Jeff Gordon will provide a status update on the activities of the committee on a monthly basis to the Technical subcommittee.

Developing a policy for public access to NGEC Specs and/or reference documents and drawings:

The Executive Board approved the following revised language for the website and agreed to include vehicle specifications along with reference specifications and drawings as NGEC restricted access items, and to move them to that section of the website:

The documents and drawings below are available upon request to contracted vehicle builders and associated suppliers only. To request one of the following documents, click on the document name. A pre-addressed email-box will open. Then please provide your name, phone number, email address, company affiliation and reason for requesting the document. The Chairman of the NGEC 305 Next Generation Equipment Committee reserves the right to reject a request.

The "memo to file" (attached) was also accepted and will be posted on the website on the Executive Board page.

Status: The changes, and memo to file as approved by the Executive Board were submitted to AASHTO on 5-12-15. Bryan Hong., who provides web and other administrative support on behalf of AASHTO, has been out the last few weeks –but will address the changes requested as expeditiously as possible.

The Finance and Administrative subcommittee continues to look at potential funding options and strategies for the future of the NGEC: (ongoing)

FASC Chair, Darrell Smith, will continue to keep the Board apprised of the progress being made. All Board members are asked to provide their thoughts or views on what the message should be to the Hill, and how would it be delivered.

Industry requests for the CIP: Several requests have come in from members of the industry for copies of the CIP. Before considering releasing this document Steve Hewitt has asked the Board to determine if this is an internal document or if it is something that can be released and posted to the web site. The general view of the Board members is that Amtrak needs to make this determination.

Darrell would first check with Mario Bergeron and then let Steve Hewitt know. If Mario agrees, then Steve will send the CIP to AASHTO for posting to the website and distribute it to the industry members who have requested it.

Status: Mario Bergeron, noted that he will look into this issue and will come back to Eric Curtit and Steve Hewitt with his conclusion/decision as soon as possible.

Ron Pate asked who from the industry had requested the CIP initially. Steve Hewitt noted that the request came in months ago, now, and he would have to research it to remember who the request came from – there were at least two requests.

Note: Following today's call – Mario provided the following to Eric Curtit and Steve Hewitt, via email:

Eric, Steve,

This is regarding the following open action item: " Industry requests for the CIP: Several requests have come in from members of the industry for copies of the CIP. Before considering releasing this document Steve Hewitt has asked the Board to determine if this is an internal document or if it is something that can be released and posted to the web site. The general view of the Board members is that Amtrak needs to make this determination.

Darrell would first check with Mario Bergeron and then let Steve Hewitt know. If Mario agrees, then Steve will send the CIP to AASHTO for posting to the website and distribute it to the industry members who have requested it."

Amtrak's view is that the CIP was written as a public document. It can be shared as requested and posted on the NGEC web site.

*Thank you.
Mario*

As a result, Steve will send the CIP to AASHTO for posting and will provide it to the individual industry members who requested it.

4. Status: Amended Grant Agreement – Eric Curtit:

Eric Curtit reported that he had learned, just prior to today's call, that FRA has signed the Amended Grant Agreement

which extends the current agreement and revised SOW and budget through 9-30-17.

This action was taken by FRA on 6-8-15, and with Amtrak having previously signed the amended agreement, formally executes Grant Agreement Amendment #5 through the federal fiscal year 2017 (9-30-17).

Darrell Smith has already contacted Amtrak Purchasing to take the appropriate steps to formally extend the AASHTO administrative support services contract.

5. Approval of the Minutes from the 5-26-15 conference call meeting – Eric Curtit:

On a motion by Jeff Gordon, FRA, and a second by John Oimoen, IDOT, the minutes from the 5-26-15 Executive Board conference call were approved without exception.

6. Progress Report – Mid-West States – Section 6 –John Oimoen:

John Oimoen reported that the Mid-West states continue to work on the challenging issues of governance, but are making progress.

The RFP for a fleet manager is now under IDOT legal review. This is the last step in the approval process.

The RFP for a fleet maintainer is under development by Michigan DOT.

The states are meeting on a monthly basis with task forces working on specific issues as well.

Overall, progress is "slow, but is moving forward."

7. Discussion: Contract extensions – Hewitt, Salci, Kasamar (Cameron Cordell) – Eric Curtit/Darrell Smith:

Eric Curtit asked if there was anything else that was needed to be done with regard to extending the existing contracts with Hewitt, Salci, and Kasamar, (Cameron Cordell) noting that the revised SOW and budget accounted for/and intended that those contracts continue as a part of the core activities of the NGEC.

Darrell Smith asked Steve Hewitt if he knew whether or not the Board had formally adopted a motion to approve the contract extensions. Steve thought the Board had done that when they approved the SOW and Budget for the no-cost grant agreement extension in which each of those contracts and associated service is included. It certainly was the Board's intent that this occur.

Steve agreed to go through the past minutes to see when the Board approved the SOW and Budget for the no-cost extension through 9-30-17, and provide it to Darrell and Eric.

Steve asked Shayne Gill if AASHTO needed anything else formally from the Board to extend the existing contracts with the aforementioned contractors. Shayne said he would talk to Strat Cavros and let the Board know if there was anything else needed.

There was no dispute or issue that the intent of the Board was to continue the services of AASHTO and the existing contractors in accordance with the revised statement of work and budget contained in the now executed Amended Grant Agreement. The intent is to make sure that all formal actions are taken to properly comply with appropriate approval processes.

Note:

Following today's (6-9-15) call, Steve Hewitt found that the Board action to approve the revised SOW and Budget for a no cost grant agreement extension through 9-30-2017 was taken at the NGEC Annual Meeting on February 20, 2015. He provided this information to Eric Curtit and Darrell Smith.

Darrell Smith responded that this action did not include a specific motion to extend the existing contracts even though that may have been the intent. Darrell noted that a specific motion was approved at the time of the last Grant Agreement extension and that action is likely what is needed again to formally approve the extensions.

Darrell asked Steve to research the minutes to find the original motion and actions taken.

Steve Hewitt did the research, and, on 6-10-15 reported to Darrell Smith and Eric Curtit that a motion to extend existing contracts through to the end of the last Amended Grant Agreement was approved first by the Finance subcommittee on 12-18-13; subsequently by the Administrative Task Force via electronic vote on 1-3-14; and finally by the Executive Board on 1-7-14.

Steve has submitted the original motion to Darrell Smith and Eric Curtit and has suggested that it be updated and considered first by the Finance and Administrative subcommittee (which meets on 6-10-15) and, if it is approved, Chairman Curtit could call for an electronic vote of the Executive Board or can take up the motion on the next Board call – 6-23-15.

Original motion approved by the Board on 1-7-14:

"Consideration of Approval – motion to "grandfather in" existing/continuing contracts to comply with OIG recommendations:

As was intended in past NGENC budget approvals and to ensure compliance with the Audit of Grant Agreement of March 27, 2013, and the NGENC's updated Procedure of Establishing Contract Support adopted August 6, 2013, the NGENC authorizes Amtrak to contract with AASHTO for administrative support services as well as subsequent sub-contracts with the Ewing-Hewitt Alliance for Manager of Support Services and Policy Analysis Consultant and with SalciConsult for Specification Consultant services. In addition, contingent on the Federal Railroad Administration's approval of the NGENC's Supplemental Statement of Work and related budget extension through June 30, 2015, Amtrak is authorized to extend its agreement with AASHTO and AASHTO's sub-consultants in accordance with the Statement of Work."

8.

Status Report from the Finance and Admn Subcommittee (FASC) on NGENC Future Activities – Status Report from the Finance and Admn Subcommittee (FASC) on NGENC Future Activities – Darrell Smith:

- a. Progress: Funding Options Task Force - Brent Thompson:
Brent Thompson reported that the Funding Options task force is meeting tomorrow morning (10:00am Eastern - 6-10-15) to prepare/finalize its report and recommendations for submittal to the full Finance and Administrative subcommittee later that day (3:00 pm Eastern - 6-10-15)
- b. Discussion - Developing a message for the Hill - Eric Curtit:

The FASC has asked Steve Hewitt to draft a revised Backgrounder/Foregrounder educational document to include accomplishments and a look ahead. Steve has begun to do this. He has reached out to Nippon Sharyo and Siemens for jobs numbers, and to Caltrans as well. Momoko has provided numbers from the jobs report, Tom Hunt, Nippon Sharyo is contacting Sumitomo; and Steve Morrison, Siemens, is looking into their numbers for the D/E electric locomotive jobs numbers.

Steve and Eric will be developing a draft of a quarterly update for Congress as a part of the educational outreach effort.

9.

Status Update: Bi-Level Car Procurement – Stan Hunter for Momoko Tamaoki:

Stan Hunter provided the following brief update on the status of the bi-level car procurement:

2 FAI's took place over the last 2 weeks.

20 FAI's have been completed.

Design Review Hot item process has been revised to ensure prioritization. There are currently 24 open items that remain to be closed (including close out items).

3 RFCs have been approved over the last 2 weeks.

Caltrans has submitted a DCR to Tammy Krause which will address "dry weight". This DCR is going through the NGENC process.

QA meetings are taking place this week in Rochelle, Illinois (tomorrow 6-10-15) with Caltrans, IDOT and FRA participating.

10.

Process: Urgent DCR – Bi-Level Cars – Larry Salci/Eric Curtit:

Larry Salci walked through the DCR process and provided background and context on the weight DCR referenced in Stan's report to the Board.

The bottom line is that the weight DCR is being addressed through the NGE's Urgent DCR process.

Larry Salci stated that "I support these weight changes from a review standpoint."

The process:

Tammy Krause is currently reviewing it in accordance with NGE's procedures.

Once that process is complete it will go to Larry Salci for his review – which will take about 1-2 hours of his time, and will result in a memorandum with his recommendation.

The Bi-level Car Review Panel will then be convened to review the memorandum and, once approved by the Panel – it will be submitted to the Executive Board for its approval.

Steve Hewitt asked Jeff Gordon to confirm that FRA's review Panel representative continues to be John Tunna.

11.

Status Update: Diesel-Electric Locomotive Procurement – John Oimoen:

John Oimoen reported:

The D/E Locomotive procurement engineering phase continues to be about two months ahead of schedule.

FDR is expected to be completed later this month.

Manufacturing activities have begun.

As reported earlier by Steve Hewitt, the process for ensuring the accepting of the new vehicles into service on host railroad tracks is underway.

The locomotive weight is holding steady at 270,000 lbs (+/-) and the calculated P2 force is within specified limits

Overall, "we are on schedule, on budget, and things are going very well."

12.

Status Update – 514 Subcommittee – Ron Pate:

Ron Pate reported that the 514 subcommittee continues to resolve some of the issues related to "minor corrections" that have been noted in previous minutes. The key item - overhead charges - which had been a concern of the states, has been "pulled off the table."

514 is now focusing on the task at hand of getting equipment operating at a state of good repair.

He reported that there was a meeting with Amtrak (and others – states, FRA, FMCS) this week in DC, and the group is "working together" and has made good progress towards "smoothing the line for states."

Adjourn:

With no further business to come before the Board today, Chairman Curtit adjourned the meeting at approximately 12:15pm Eastern.

The next call is June 23, 2015

Decisions/Action Items

Mid-west States – Section 6 progress report: The RFP for a fleet manager is now under IDOT legal review. This is the last step in the approval process. The RFP for a fleet maintainer is under development by Michigan DOT. The states are meeting on a monthly basis with task forces working on specific issues as well. (ongoing)

514 Subcommittee update: 514 is now focusing on the task at hand of getting equipment operating at a state of good repair. (ongoing)

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Steve Hewitt will research when the SOW and Budget for the no-cost grant agreement was approved by the Board and if/when it was agreed to extend existing contracts as a part of that agreement. Any next steps determined by that research will be taken up through the appropriate processes to follow through with the Board's initial intent which was to extend existing contracts through to the end of Grant Agreement Amendment #5 – through federal fiscal year 2017 (9-30-17).

The Urgent DCR process will be followed to approve the weight DCR submitted by Caltrans re: bi-level car procurement. The process:

Tammy Krause is currently reviewing it in accordance with NGENC procedures.

Once that process is complete it will go to Larry Salci for his review – which will take about 1-2 hours of his time, and will result in a memorandum with his recommendation.

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ATTACHMENTS



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

S305 NGENC Executive Board Conference Call

June 9, 2015

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 the May 26, 2015 Call | Eric Curtit |
| 5. Progress Report: Mid-West States – Section 6 | Tim Hoeffner |
| 6. Status: Amended Grant Agreement | Mike Lestingi |

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| 7. Discussion: Contract Extensions – Hewitt, Salci, Kasamar (Cameron) | Eric Curtit/Darrell Smith |
| 8. Status Update: Bi-Level Car Procurement | Momoko Tamaoki |
| 9. Process: Urgent DCR – Bi-Level Cars | Larry Salci/Eric Curtit |
| 10. Status Update: Diesel-Electric Locomotive Procurement | John Oimoen |
| 11. Status Update: 514 subcommittee | Ron Pate |
| 12. Status Report: NGEN Funding/Financing Activities | Darrell Smith |
| c. Progress: Funding Options Task Force | Brent Thompson |
| d. Discussion: Developing a message for the Hill | Eric Curtit/Steve Hewitt |
| 13. Other | All |

Next Call: June 23, 2015