

SECTION 305 NGEC Executive Board

MINUTES

SEPTEMBER 16,
2014

11:30 EASTERN

CONFERENCE CALL

FACILITATOR	<i>Eric Curtit, Chair, S305 NGEC Executive Board</i>
ATTENDEES	Board Members: <i>Eric Curtit, (Eric also served as proxy for Tim Hoeffner and Ray Hessinger) Mario Bergeron, Darrell Smith, John Tunna for Paul Nissenbaum, Tammy Nicholson, Stan Hunter, Paul Worley, John Oimoen (John also served as proxy for Arun Rao), Ron Pate, Michael Jenkins, Brian Beeler II</i> Support Staff: <i>Jason Biggs, Shayne Gill, Steve Hewitt, Larry Salci, Kevin Kesler, Jeff Gordon, Nico Lindenau, Sara Sarkhili, Nikki Rudnick, Dave Warner, Vincent Brotski</i>
ABSENTEES	Board Members: <i>Craig Moody, Paul Nissenbaum, Donna Brown-Martin, Tim Hoeffner, Ray Hessinger</i> Support: <i>Arun Rao, Allan Paul, John Jay Rosacker, Melissa Shurland, Strat Cavros, Andy House, Martin Schroeder, Patrick Centolanzi, Dale Engelhardt, Michael Lestingi, Sal DeAngelo, Ashok Sundararajan</i>

DECISIONS MADE

1.
Welcome – Eric Curtit, Chair, S305 NGEC Executive Board:
2.
Roll Call –Steve Hewitt, Manager, S305 NGEC Support Services:

Chairman Curtit opened today's meeting and, asked Steve Hewitt to take the roll.

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

Action Items Status

Mid-west States – Section 6 progress report: This remains as an ongoing agenda item. Progress is being made – they are getting RFI's and RFP's ready for a Fleet Manager and a Fleet Maintainer. They are continuing to finalize the schedule to ensure that they get all ARRA funds committed. **Update: Agenda item #5**

514 Working Group updates: As of the last call - The Capital Equipment 5 Year Plan (CIP) was under review by members of the Working Group. A final draft was under review as well a draft transmittal memo to go to NGEC Chairman Curtit with a request for Executive Board consideration of approval. **Update: Agenda item #8**

NGEC Procurement updates: The 2 procurements – bi-level cars and the diesel-electric locomotives-will continue to be standing agenda items on the Executive Board calls. **Update: agenda items #6 & 7**

The NGEC Future Working Group: The group will meet bi-weekly following the Executive Board calls. The Working Group will meet face to face in Wilmington, DE on October 23rd in preparation for presenting its recommendations to the Executive Board on October 24th. **Bi-Weekly Update: agenda item #9**

Steve Hewitt will continue to work with Andrea Ryan on logistics for the Wilmington, DE meeting of the NGEC Executive Board. The meeting will take place at the DoubleTree Hotel Downtown Wilmington on October 23 (NGEC Future Working Group) and October 24th (NGEC Board). All registration information will be sent out as soon as it is finalized.

Status: The Hotel registration information was received on September 10th and provided to all Board members. Please follow the instructions and register. Also – please inform Steve Hewitt of your intentions to attend the meeting and/or assign a proxy so that we are ensured of having a quorum.

Travel information/recommendations were also provided by Mary Antonelli. It is suggested that those who are flying go into BWI in Baltimore and take a train into Wilmington rather than flying into Philadelphia.

Additionally, there will be an Amtrak facilities tour on the afternoon of October 23rd from approximately 1:00 - 5:00pm. A bus is being arranged for the tour. Following today's call, please let Steve know if you plan to attend the tour. We need a head count to reserve the appropriate size bus. (24 or 15 passengers)

There is also a dinner being planned at a local restaurant that evening around 6:00pm. Steve will need a head count for that as well. All members should know that, as with all NGE events – each member pays for his or her meal and submits the form for reimbursement after the meeting has concluded. All states have the required form.

Eric Curtit and Steve Hewitt will prepare a draft agenda for the Board meeting to assist members with obtaining travel approval.

Status: A DRAFT agenda was sent out on September 4th. It is a DRAFT and comments/edits are welcome. The hope is that it frames the intent of the meeting, and provides members with enough information to help with obtaining travel approval. After today's call Steve will send a revised agenda to reflect two changes: we will have a continental breakfast served from 7:30AM until 8:25am and the lunch will be box lunch served in the meeting room rather than lunch on your own. This will give us the option of having a working lunch.

Host Railroad Blessing of NGE equipment: Jeff Gordon is working with Jim Grady, AAR on a list of issues the freight railroads have and on what they need to learn about from their perspective. A meeting between Jeff and Jim is expected to take place this week. Jeff will keep the Board apprised.

Update: Jeff Gordon reported that he has not met with Jim Grady yet as it was decided that Mike Ivan should be included in the discussion since he was the one who initially raised the subject.

Bi-Level Car Review: It is anticipated that an additional 23 DCRS will be submitted by Stan Hunter to Dave Warner later today (9-2-14).

Status: These additional DCRS were sent by Eric Curtit to Larry Salci on Friday, 9-12-14. Larry reported that he had received the additional DCRs (25) as well as the two urgent DCRS noted on the last call. He expects to complete work on the review by the end of this week.

D-E Locomotive DCRs: The list of proposed DCRs for the D/E locomotive has been sent to Larry Salci (from Eric Curtit). Larry will provide the Board and Review Panel with a timeline for completion.

Timeline update: Larry reported that he has received the DCRs (15) and expects to meet the contract deadline of the end of September.

Larry noted that he will be able to complete both Reviews (Bi-level cars and D-E Locomotives within the total budget, but would need to shift some of the task hours from the locomotive to the bi-level review activity as the bi-level has over 100 changes vs about 15 for the locomotives. The overall budget would not change.

4.

Approval of Minutes from the September 2, 2014 Executive Board conference calls – Eric Curtit:

On a motion by Darrell Smith, Amtrak, and a second by John Oimoen, IDOT and Tammy Nicholson, Iowa DOT, the Minutes from the September 2, 2014 Executive Board conference call were approved without objection.

5.

Progress Report: Mid-West States – Section 6 – Eric Curtit/Tim Hoeffner:

John Oimoen, IDOT, reported that the Mid-West Section 6 effort continues to make good progress. The RFP for a Fleet manager is being prepared – Nico Lindenau is working with IDOT procurement to convert the RFI to an RFP. It should be ready to go out within the next 2-3 weeks.

The RFI for the maintenance section is being finalized and should be ready by the end of the month.

Progress on other issues has been made, but not yet resolved. One such topic is: Determining ownership of the cars and how it is to be done. A subgroup has been established to address this

issue and report back to the full group in October.

6.
Status update: Diesel Electric Locomotive procurement –John Oimoen:

John Oimoen reported that good progress continues to be made on the D-E locomotive procurement. It is ahead of schedule on the most recent milestone.

Last week mock up reviews of the cab and truck took place in Sacramento, CA. The review went well with good interaction with the manufacturer, procuring states and the FRA.

The group will be holding a quality assurance alignment meeting.

Intermediate Design Review (IDR) is about to begin – anticipated completion of IDR is late October, early November, 2014.

7.
Status Update: Bi-Level car procurement – Stan Hunter:

Stan Hunter provided an update on the status of the Bi-Level Cars procurement:

Caltrans and IDOT have approved milestones C&D and have authorized Sumitomo to invoice the states for these milestones.

The second round of DCRs (as noted previously in these minutes) were submitted to Chairman Curtit and have now been sent to Larry Salci to begin his review.

Meetings continue among IDOT, Caltrans and FRA in regards to grant agreement amendments for option assignments. Once executed, the result will be 45 additional car orders – for a total of 175 – 53 for Caltrans and 122 for the Mid-West state.

They are working towards amending the delivery schedule as well to ensure the full expenditure of ARRA funds.

Caltrans and IDOT are targeting the week of 9-29-30 to meet with Sumitomo to go through negotiations and come up with contract terms and the execution of the required paper work.

They continue to work with Amtrak on an On Board Information System (OBIS) master agreement. Stan noted "we are working feverishly on the OBIS agreement to get it executed."

Darrell Smith asked about the breakdown of car types for the additional 45 to be included in the options agreement. Stan reported that he was quite certain all 45 were coach cars, but he would confirm this. (Following today's call, Stan did confirm that all 45 are to be coach cars).

8.
Status Update: 514 Working Group –Ron Pate:

Ron Pate reported that the CIP memorandum and the CIP itself have been approved by the 514 Working Group and sent to Eric Curtit.

Eric asked Steve Hewitt to send it to the Executive Board members for review and comment. Comments should be submitted by 9-26-14. Depending on the number and content of comments, the CIP should be considered for approval by the Board on the Exec Board call of 9-30-14 or 10-14-14.

Most likely scenario (to allow ample time for review and comment) is consideration of approval on October 14th.

9.
Status Update: NGEC Future Working Group - Eric Curtit:

Eric Curtit reported that the working group has been meeting bi-weekly (following the Board calls) and is looking at essential and non-essential NGEC functions and funding.

The group is also looking at the ramifications that will result in a "no-build alternative" for the NGEC (what happens if

the NGECC goes away)

The group is trying to “bring out what it is we do and why we do it.”

Eric has developed a DRAFT agenda for the working group’s meeting on October 23rd in Wilmington, DE. Steve Hewitt has provided it (today) to all working group members.

Eric emphasized that funding in the short term is critical as there is no money beyond the current grant agreement; but that the group is also looking at a long term solution for funding, at least, the most critical functions of the NGECC going forward. The intent is to continue meeting bi-weekly and then meet for a half a day on October 23rd to finalize a set of recommendations to be presented to the Board on October 24th.

10.

Technical subcommittee update/actions - Mario Bergeron/Dave Warner

a. DTL Hardware Specification:

Mario Bergeron reported that the Technical subcommittee had reviewed and approved the DTL Hardware Specification and would be submitting it to the Executive Board for its consideration. Dave Warner confirmed that the technical writer will finalize the specification, as approved by the Technical subcommittee with the intent of getting it to the Executive Board in advance of its September 30th call. It is possible that the timeline may result in the Board taking action on the DTL spec on its call on October 14th.

b. Formal Request: The Technical SC requests that the Executive Board direct it to initiate a revision of the Dual Mode Locomotive (DC 3rd Rail) Requirements Document:

Dave Warner reported that NYSDOT had requested several revisions to the Dual Mode Locomotive (DC 3rd Rail) Requirements Document, and that the Technical subcommittee would need authorization from the Executive Board first before proceeding.

On its last call (9-11-14)– the subcommittee voted to request that the Executive Board direct it initiate a revision of the Dual Mode Locomotive (DC 3rd Rail) Requirements Document.

It is now up to the Executive Board to consider and act on this request.

John Tunna asked what the proposed revisions entail.

Dave Warner responded that the changes include: top speed; requirements clarifications on over running and under running the 3rd Rail; and environmental changes pertaining to elevation.

11.

Consideration: Technical subcommittee request - Eric Curtit:

Tammy Nicholson, Iowa DOT, made a motion to direct the Technical subcommittee to initiate a revision of the Dual Mode Locomotive (DC 3rd Rail) Requirements Document (as requested by NYSDOT). The motion was seconded by Brian Beeler II, Maine. With no objections forthcoming, Chairman Curtit determined that consensus was achieved and the motion was approved.

The Technical subcommittee will begin its work and anticipates having a revised Requirements Document ready to discuss and possibly approve at the subcommittee level on its next call – 9-25-14. At such time as it is approved by the Technical subcommittee it will be submitted to the Executive Board for its consideration.

Adjourn:

With no further business to come before the Board today, Chairman Curtit adjourned the call at approximately 12:17PM Eastern.

The next call is: September 30, 2014, 11:30am Eastern
Decisions/Action Items
Mid-west States – Section 6 progress report: This remains as an ongoing agenda item. Progress is being made – they are finalizing the RFP for a Fleet Manager and the RFI for a Fleet Maintainer. They are continuing to finalize the schedule to ensure that they get all ARRA funds committed. A subgroup has been established to address the issue of ownership and will report back to the full group in October.
514 Working Group updates: The Capital Equipment 5 Year Plan (CIP) memorandum and the CIP itself have been approved by the 514 Working Group and sent to Eric Curtit for Executive Board consideration. It was agreed that Steve Hewitt will distribute the CIP and memorandum to the Board members for review and comment by COB on 9-26-14. Depending on the number and substance of the comments, Executive Board consideration of approval of the CIP will take place either 9-30-14 or on 10-14-14.
NGEC Procurement updates: The 2 procurements – bi-level cars and the diesel-electric locomotives-will continue to be standing agenda items on the Executive Board calls.
The NGEC Future Working Group: The group continues to meet bi-weekly following the Executive Board calls. The Working Group will meet face to face in Wilmington, DE on October 23 rd to finalize its recommendations for presentation to the Executive Board on October 24 th .
Face to face meetings in Wilmington, DE: The Executive Board will meet on 10-24-14 and the NGEC Future Working Group will meet on 10-23-14 at the DoubleTree Hotel Downtown – Wilmington, DE.
There will also be a tour of Amtrak facilities on the afternoon of the 23 rd from 1:00pm – 5:00pm, and a group dinner at a local restaurant that night beginning at around 6:00pm.
All hotel registration information has been sent out to Board members and support staff – the cutoff date for making room reservations at the group rate is 10-4-14 .
DRAFT agendas for both the Executive Board meeting and the NGEC Future Working Group meeting have been sent to the respective members and support staff.
All members are asked to inform Steve Hewitt of their intentions to attend the Board meeting (to ensure a quorum); the tour; and the dinner (for a head count).
Host Railroad Blessing of NGEC equipment: Jeff Gordon is working with Jim Grady, AAR on a list of issues the freight railroads have and on what they need to learn about from their perspective. It has been agreed that they will include Mike Ivan, AAR, in the discussions as he initially raised this issue. Jeff will keep the Board apprised.
Bi-Level Car Review: The second round of DCRs (25) were received by Eric Curtit and sent to Larry Salci for his review. Larry anticipates completing the review by the end of this week.
D-E Locomotive DCRs: The list of proposed DCRs for the D/E locomotive has been sent to Larry Salci (from Eric Curtit) (15) and he has noted that he will be able to complete this review within the timeframe of the contract (end of

September).

Larry noted that he would need to shift some of the task hours from the Locomotive to the Bi-Level car review activity as the Bi-Level has over 100 changes vs about 15 for the locomotives. The overall budget would not change. Shayne Gill noted that this should not be a problem, but the appropriate subcommittee chair would need to approve the shift.

Treasurer's report: Darrell Smith will provide a budget update and Treasurer's report on October 24th at the NGEC Board meeting.

DTL Hardware Specification: The specification was approved by the Technical subcommittee on 9-11-14 and is undergoing final technical writing. Once complete it will be submitted to the executive Board for its review and consideration.

Revising the Dual Mode Locomotive (DC 3rd Rail) Requirements Document: At the request of NYSDOT the Technical subcommittee asked the Executive Board for authority to initiate a revision of the Requirements Document. Today, the executive Board approved a motion direction the subcommittee to initiate a revision as requested by NY.

ATTACHMENTS



Conference Call

S305 NGEC Executive Board

**September 16, 2014
11:30 AM – 12:30 PM Eastern
Call in number: 866 299 7945 passcode: 1601544#**

Agenda

- | | |
|---|--------------|
| 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 September 2, 2014 conference call | Eric Curtit |
| 5. Progress Report: Mid-West States – Section 6 | Eric Curtit |

-
- | | |
|---|----------------------------|
| 6. Status update: Diesel Electric Locomotive procurement | John Oimoen |
| 7. Status Update: Bi-Level Car procurement | Stan Hunter |
| 8. Status Update: 514 Working Group | Ron Pate |
| 9. Status Update: NGEN Future Working Group | Eric Curtit |
| 10. Technical subcommittee update/actions: | Mario Bergeron/Dave Warner |
| c. DTL Hardware Specification | |
| d. Formal Request: The Technical SC requests that the Executive Board direct it to
Initiate a revision of the Dual Mode Locomotive (DC 3 rd Rail) requirements document | |
| 11. Consideration: Technical subcommittee request | Eric Curtit |
| 12. Other | All |

NEXT CALL: September 30, 2014