
SECTION 305 NGEC Executive Board

MINUTES

SEPTEMBER 26, 2017

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, Arun Rao, Arun Rao also as proxy for John Oimoen, Jason Biggs for Ron Pate, Amanda Martin, Jon Dees for Allan Paul, Michael Jenkins, Momo Tamaoki for Kyle Gradinger, Brian Beeler II</i> Support Staff: <i>George Hull, Tammy Krause, Beth Nachreiner, Sal DeAngelo, Steve Hewitt, Patrick Centolanzi</i>
ABSENTEES	Board Members: <i>John Oimoen, Ray Hessinger, Tim Hoeffner, Ron Pate, Allan Paul, John Rosacker, Support:</i> <i>Shayne Gill, Larry Salci,</i>

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.

Roll Call –Steve Hewitt, NGEC Program Manager:

Steve Hewitt called the roll and, at first a quorum was not established, but, as the meeting got underway, additional members called in and the presence of a quorum was confirmed.

3. Review of Action Items – Steve Hewitt:

Most of the actions items are to be covered under today's agenda, but for the record, a status update of all open action items, as of the start of this meeting, is included below:

Procurement Updates: (Ongoing)

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

As of 9-7-17: *"Contract Negotiations are still underway to determine if proposed substitute subcontractor is able to fulfill SCOA's contractual obligations."*

Diesel-Electric Locomotive Procurement update as of 9-26-17

Agenda item 7.

Mid-West States – Section 6 progress report:

As of 9-12-17, Section Six requirement activities continued to move forward – the next meeting was to take place in a few weeks.

Agenda item 6.

Finance and Administrative Subcommittee – contract extensions:

Status as of 9-12-17:

All the internal Amtrak sign-offs are complete, and the actual extension document is being prepared by Amtrak Purchasing to send to AASHTO this week.

Action:

Eric Curtit will follow up with Amtrak and AASHTO prior to the next Board call – 9-26-17 – to see where things stand, and to make sure the timeline will be met and the contracts (AASHTO/Amtrak contract and that of AASHTO and the subcontractors) will be extended through 9-30-19 as previously agreed by the Executive Board and as included in the Grant Agreement SOW. The current contracts expire on 9-30-17.

Progress update on Contracts – agenda item 5

Next full Finance and Administrative subcommittee progress report – 10-10-17

514 subcommittee:

On 9-12-17, subcommittee Chair, Brian Beeler, raised the issue of where 514 belongs – is it in the S305 NGECC or with SAIPRC?

It was agreed on 9-12-17, that NGECC members should provide thoughts/suggestions/comments to Eric Curtit, Steve Hewitt and Brian Beeler over the next few weeks, for further discussion, potentially, on the next Executive Board call – 9-26-17.

Eric Curtit will “kick something up to Board members to get folks to weigh in on this.”

Next 514 Full Progress Report – 10-10-17

Agenda item 8

Formation of the Acquisition and Ownership Best Practices Working Group: Eric Curtit reported on 9-12-17, that he will be finishing a draft scope of work for the new group later today (9-12-17). He plans to send it out for a first look to Steve Hewitt and Mario Bergeron. Following that, the Board members will have an opportunity to review it and provide input as well. The intent remains to have the working group’s efforts complete by the NGECC Annual Meeting in February 2018. Eric believes that the objectives of the working group “are right in the wheelhouse of our mission”.

A DRAFT scope memo was prepared by Eric Curtit and distribute to Board members for review and input. Discussion – **agenda item 9.**

4.

Approval of the Minutes from the 9-12-17 Conference call meetings – Eric Curtit:

On a motion by Arun Rao, WisDOT, and a second by Jeff Gordon, FRA, the minutes from the 9-12-17 Executive Board conference call were approved as presented.

5.

Status: Amtrak/AASHTO Contract extensions & sub-consultant extensions (contracts expire 9-30-17)- Eric Curtit/Darrell Smith:

Eric Curtit reported that, as he understands it, the contract extension between Amtrak and AASHTO for NGECC Support has been or is in the process of being executed, and the AASHTO/Sub-consultants contract extensions will be executed as well.

Darrell Smith confirmed that the Amtrak/AASHTO agreement went to AASHTO last Tuesday (9-19-17) and was signed and sent back to Amtrak. It is now in the process of being signed by Amtrak, and then will go back over to AASHTO as an executed contract.

Darrell also emphasized that “AASHTO is good to go” with executing contract extensions with the sub-contractors as well.

Eric Curtit noted that he had an email exchange with Start Cavros, AASHTO, and understands that the sub-contractor extensions are moving forward.

6.

Progress Report: Mid-West States – Section 6 – Arun Rao, WisDOT:

Arun Rao reported that the most recent Section 6 plan went to FRA on 9-13-17. Details in the plan include Fleet management, ownership changes etc. The plan will be a living document and will be continually updated.

7.

Status Update: Diesel-Electric Locomotive Procurement – Arun Rao, WisDOT:

John Oimoen was unavailable for today's call (9-26-17), but provided the following update for inclusion in today's minutes. Arun Rao, WisDOT read the report into the record:

- a) *JPEs continue to work with Siemens on schedule and conduct bi-weekly conference calls.*
- b) *All locomotives have completed required testing and all reports have been submitted and received. 110 mph hour testing in MI and the Chicago/St. Louis line will take place when all PTC logistics and software are up and in place.*
- c) *All Caltrans locomotives are in revenue service.*
- d) *IDOT and Siemens have signed conditional and final acceptance on 27 IDOT units.*
- e) *IDOT Revenue service started 7/27/2017, with units placed in trailing position. IDOT locomotives began revenue service in Lead Position as of 8/24/2017, but that was suspended on 9/1, due to a forward-facing camera download problem with Wabtec LDRS-V. This is the data storage for the video recorder. Wabtec, Siemens and Amtrak are addressing. Units continue to operate in trailing position.*
- f) *IDOT locomotives 4616 - 4629 have completed burn-in testing at TTCI. Locomotives 4630 will be burn-in tested this week at TTCI. The locomotives stored at TTCI will be shipped to Chicago, as soon as storage space becomes available. Storage space in Chicago is limited, until the P-42 locomotives are re-deployed by Amtrak.*
- g) *The Wi-tronix system has been installed on 11 of the 12 units in Chicago. The necessary software has also been installed which allows the remaining units to be placed in Lead Position for revenue service. The software has also been installed on all Caltrans and WSDOT units.*
- h) *All WSDOT Locomotives have been delivered and have completed pre-revenue testing and are being readied for revenue service.*
- i) *WSDOT is finalizing their lease with Amtrak*
- j) *Siemens warranty service locations are now established at all JPE locations.*
- k) *The Failure Review Board has been established, with two meetings taking place so far with all JPE's included and Siemens. The last meeting was held on Sept 13th. The meeting for October is planned to be held in Wilmington Del and include a visit to Siemens customer service facility. Amtrak representatives have been added and will participate in the meetings.*

8.

514 Request to move to SAIPRC – Eric Curtit:

Eric Curtit reminded Board members of the request, put forward by Brian Beeler II on the last call (9-12-17), to move the 514 subcommittee out of the NGENC and solely into SAIPRC.

Eric added that he talked to SAIPRC Chairman David Kutrosky about this late last Friday – 9-22-17.

Eric stated that there are several steps required to take the action to remove 514 from the NGENC and move it to SAIPRC. The first action is to refer the request to the Finance and Administrative subcommittee (FASC) for its review/consideration and recommendation.

Asked if there was any action that the Board need to take to send this to the FASC, Steve Hewitt noted that the only action is for the Chair (Eric Curtit) to refer the request, as he has done, to the FASC, and direct the FASC to begin looking at it and come back to the Board with recommendations. The NGENC By-Laws and Operating Procedures call for the FASC to be both the Finance and the Administrative arm of the NGENC.

Darrell Smith, Chair of FASC, concurred that the FASC is "the right place" to start and that there will be impacts on both the Grant Agreement SOW and the By-Laws, both of which are within the FASC areas of responsibility.

Brian Beeler asked for clarification as to the process – does the FASC come back to the Board with a recommendation?

Eric Curtit responded that the FASC will make a recommendation which the Board "will pull the trigger on by taking a vote" and then the FASC will take the steps as approved by the Board. Eric added "it will take a while...David Kutrosky is aware and understands...formally it will take a while to move it...informally, we (the NGENC) understand that SAIPRC is working on this (514 activities)."

9.

Acquisition and Ownership Best Practices Working Group – Review Scope - Eric Curtit:

Eric Curtit reinforced what the intent was in establishing this working group, and noted that the scope is "well within the wheelhouse of the NGENC's mission/vision statement created a long time ago – *The NGENC will provide national leadership in standardization, acquisition, financing and management of passenger rail equipment.*"

Eric referred to his memo to Board Members sent on 9-18-17, and asked if there were any comments or additional thoughts from Board members. With no additional input from members on the call, Eric tasked Steve Hewitt, "who has graciously agreed to take this on and provide support to the working group" to send the memo to the working group members and schedule a kick-off meeting for some time in October. Steve will work with Eric on some potential dates and times for the first call. Steve will send the memo (below) to working group members when he sends out the calendar notice for the first call.

Steve read, for the record, the list of members of the working group and agreed to include them in the minutes today. One change brought forth by Jason Biggs, was that Ron Pate be removed from the membership of the working group – with Jason Biggs listed as the WSDOT representative. No other changes were forthcoming.

Equipment Acquisition and Ownership Best Practices Working Group Members:

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.l.jenkins@odot.state.or.us

John Oimoen - Illinois DOT- john.oimeon@illinois.gov

Jennifer Bastian – Illinois DOT – Designated Alternate – Jennifer.bastian@illinois.gov

Jason Biggs – Washington State DOT – Designated Alternate – biggsjr@wsdot.wa.gov

Momo Tamaoki, Caltrans – momoko.tamaoki@dot.ca.gov

Paul Jamieson – Industry Member – SNC-Lavalin - Paul.Jamieson@snclavalin.com

Dick Bruss – Industry Member – NARP - rjembruss@gmail.com

Steve Hewitt - NGEC Support: Steve Hewitt - Shewitt109@aol.com

Larry Salci – Consultant - larry@salciconsult.com

Memo:

To: Executive Board

CC: Acquisition and Ownership Best Practices Working Group

Date: September 18, 2017

From: Eric Curtit, Chairman

RE: Acquisition and Ownership Best Practices Working Group

To better enhance intercity passenger rail, the NGEC Executive Board approved a working group to address issues encountered during the recent procurements and subsequent production of passenger rail equipment. This exercise fits within the NGEC mission to provide national leadership in standardization, acquisition, financing and management of passenger rail equipment.

This exercise will find ways for the FRA, states, and Amtrak, to improve project deliverables with an integrated approach. The Working Group will first be asked to identify topics and ensure it, and the Board, are on the same page about which will be covered. The group will then work to articulate and identify; pitfalls, best practices, and ways to improve. Regular updates will also be shared with the Board as this process moves along. This will help ensure that we are all on the same page and that the result is that we get the best product we can, in the most efficient way we can. The working group will ultimately produce a draft Acquisition and Ownership Best Practices document for the consideration of the NGEC Executive Board.

A kickoff meeting of the Working Group will be held in early October.

10.

Other

Adjourn:

With no other business forthcoming for today, Eric Curtit adjourned the call at 11:47AM Eastern.

The next conference call is October 10, 2017

Decisions/Action Items

Procurement Updates: (Ongoing)

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

As of 9-7-17: *"Contract Negotiations are still underway to determine if proposed substitute subcontractor is able to fulfill SCOA's contractual obligations."*

Ongoing

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

Mid-West States – Section 6 progress report:

The most recent Section 6 plan went to FRA on 9-13-17. Details in the plan include Fleet management, ownership changes etc. The plan will be a living document and will be continually updated.

Finance and Administrative Subcommittee – Contracts Extension status:

Status as of 9-26-17:

The contract extension (agreement) between Amtrak and AASHTO for NGEC Support went to AASHTO last Tuesday (9-19-17) and was signed and sent back to Amtrak. It is now in the process of being signed by Amtrak, and then will go back over to AASHTO as an executed agreement.

Darrell Smith added that "AASHTO is good to go" with executing contract extensions with the sub-contractors as well.

Eric Curtit noted that he had an email exchange with Start Cavros, AASHTO, and understands that the sub-contractor extensions are moving forward.

Next full Finance and Administrative subcommittee progress report – 10-10-17

514 Subcommittee Progress Report: (ongoing)

See agenda item 9 for complete report.

Actions:

Issue: 514 – Where does it belong? - It was agreed on 9-12-17, that NGEC members should provide thoughts/suggestions/comments to Eric Curtit, Steve Hewitt and Brian Beeler over the next few weeks, for further discussion, potentially, on the next Executive Board call – 9-26-17.

On 9-26-17, per NGEC By-Laws, Eric Curtit referred the request to the FASC for its consideration and for a recommendation.

Next 514 Progress Report – 10-10-17

Standing Subcommittee monthly update schedule:

Technical subcommittee – next update – 10-10-17
514 subcommittee – next update – 10-10-17
Finance and Administrative subcommittee – 10-10-17

Formation of the Acquisition and Ownership Best Practices Working Group: On 9-26-17, it was agreed that Steve Hewitt will send the memo to the working group members and schedule a kick-off meeting for some time in October. Steve will work with Eric on some potential dates and times for the first call. Steve will send the memo to working group members when he sends out the calendar notice for the first call.

Equipment Acquisition and Ownership Best Practices Working Group Members:

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.J.jenkins@odot.state.or.us
John Oimeon - Illinois DOT- john.oimeon@illinois.gov
Jennifer Bastian – Illinois DOT – Designated Alternate – Jennifer.bastian@illinois.gov
Jason Biggs – Washington State DOT – Designated Alternate – biggsjr@wsdot.wa.gov
Momo Tamaoki, Caltrans – momoko.tamaoki@dot.ca.gov
Paul Jamieson – Industry Member – SNC-Lavalin - Paul.Jamieson@snclavalin.com
Dick Bruss – Industry Member – NARP - rjembruss@gmail.com
Steve Hewitt - NGEC Support: Steve Hewitt - Shewitt109@aol.com
Larry Salci – Consultant - larry@salciconsult.com

ATTACHMENTS



**S305 NGEC Executive Board Conference Call
September 26, 2017
11:30 AM – 12:30 PM Eastern**

Agenda

1. Welcome and Open the Meeting

Eric Curtit

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- | | |
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| 2. Roll Call | Steve Hewitt |
| 3. Action Items Status Review | Steve Hewitt |
| 4. Approval of Minutes from the 9-12-17 conference call meetings | Eric Curtit |
| 5. Status: Amtrak/AASHTO Contract extensions & sub-consultant extensions (contracts expire 9-30-17) | Eric/Darrell |
| 6. Progress Report: Mid-West States – Section 6 | Arun Rao |
| 7. Status Update: Diesel-Electric Locomotive Procurement | Arun Rao |
| 8. 514 Request to move to SAIPRC | Eric Curtit |
| Refer to FASC for review/recommendation re: impacts and next steps | |
| 9. Acquisition and Ownership Best Practices Working Group – review scope | Eric Curtit |
| 10. Other | All |

Next Meeting -10 -10- 2017
