

SECTION 305/209 – NGENC – 514 Subcommittee

MINUTES FEBRUARY 13, 2017 4:00 PM EASTERN CONFERENCE CALL

FACILITATOR	<i>Brian Beeler II, NNEPRA</i>
ATTENDEES	<i>AASHTO: Bryan Hong; Amtrak: Darrell Smith, Mario Bergeron, Max Johnson, Tim Ziethen; FRA: Beth Nachreiner, Ashok Sundararajan; CDOT: Marci Petterson; MDOT: Al Johnson; NYSDOT: Ray Hessinger, John Bell; NCDOT: Allan Paul, Jonathan Dees; NNEPRA: Brian Beeler II; ODOT: Mike Jenkins; WSDOT: Jason Biggs, Brent Thompson; WisDOT: Arun Rao</i>
ABSENTEES	<i>Caltrans: John Pagano; CCJPA: Dean Shepherd; TXDOT: Quentin Huckaby</i>

DISCUSSION / DECISIONS

1. Welcome and Open Meeting – Brian Beeler, II:

Brian Beeler II began the meeting at 4:00 PM.

2. Roll Call – Bryan Hong:

Bryan Hong called the roll.

3. Approval of Old Minutes – All:

Allan Paul motioned for the approval of the minutes from January, with a second from Ray Hessinger. The minutes were approved without modification.

4. Review of 514 Charge Statement – All:

Members shared their thoughts on the charge statement (included below). Brian shared that the bolded points are being fulfilled by the group's current work and offered congratulations to everyone for their efforts. He mentioned the items in red where the Subcommittee can further develop its understanding, with a goal to be beneficial to others' work, so long that it believes it can provide such value according to its purpose.

The workgroup is composed, essentially, of state officials, Amtrak, FRA and AASHTO. Its charge is to build a straightforward work plan that will then be used to develop a defined 5-year capital investment program acceptable to Amtrak and the states. The program must be sufficiently comprehensive, detailed and justified by objectively verifying costs to allow states to:

- *Understand and agree to the capital equipment work to be performed.*
- *Identify all work elements and associated costs included within the approved work.*
- *Identify the state of repair of equipment before and after it is overhauled.*
- *Identify quality control procedures, associated costs and warranty processes for rework, if needed.*
- **Assure budgeted work is performed and establish a reconciliation process for budgeted work not performed but funded.**
- **Understand cost allocation and develop reconciliation processes for the capital plan and capital charges for equipment shared among states or states and national/long-distance or North East Corridor fleets.**
- *Identify and track costs of each element pursuant to standard accounting principles.*

There was general interest in what areas the CIP document can explore further, along with the idea that it can be used as part of an effort to advocate for both Amtrak and the States. The State-Amtrak Intercity Passenger Rail Committee (SAIPRC) has \$1.14 million of \$2 million that was made available, and will be explained in detail at the February Quarterly Meeting in Washington, DC. There are funds set aside for special projects, one of which could be to educate Congress on the need for acquiring more money for equipment needs. The specific amount will be determined by the SAIPRC, but it is willing to provide support.

While a lot of progress has been made related to the charge statement, there are also issues to take the CIP document to the next level and enhance it for users. Beth expressed her uncertainty during Quarterly Calls if project scopes have changed, beyond the updates if they have increased or decreased in cost. Some were also found to be necessary but that alignment between cost and scope is unclear, which relates to the fifth bullet and successful efforts at being more transparent. Amtrak answered that the scope is included in the CIP going into the fiscal year and continues to work to

provide meaningful information on those calls. It said the results of item inspections lead to changes that could reflect in the scope.

Amtrak also reminded the group of the 209 policy's methodology, which is what led to the development of the charge statement by requiring a 5-year investment program. Whether it is doing more work or making enhancements, the availability of resources is a main issue and so Mario shared that any assistance from FRA would be helpful. Washington State reminded the Subcommittee that it developed a work flow process describing the relationships between Amtrak, the States, 514, and SAIPRC, along with basic roles and decision points when considering policy. Jason will send this to Brian.

5. 514 Subcommittee Leadership Needs – All:

Ray described that the Subcommittee does not have an Amtrak individual on its leadership roster. It was noted that there is a difference in how the NGEC and SAIPRC organize their subcommittees/work groups, with either a chair-vice chair (NGEC) or co-chair (SAIPRC) set up, both including one State representative and one Amtrak representative. Amtrak will have an internal discussion about who will serve in this capacity to resolve this issue.

6. Discuss CIP Update

Amtrak mentioned its intent in maintaining the CIP's responsiveness and applicability for State stakeholders is due to the reality that equipment needs change over time. Darrell suggested having a master table at the front of the document outlining all the equipment types as a reference. He relayed that the process for FY16 reconciliation for equipment capital was completed. It is now in the process of being automated so that quarterly or monthly updates to the States are possible. Brian reviewed the State survey that was completed by the group prior to the last meeting, as a vehicle that expressed the States' thoughts on the CIP.

7. Other Issues – All:

- The group was reminded of the upcoming NGEC Annual Meeting in Washington, DC next week. Brian will field any suggestions from the Subcommittee for his 514 Subcommittee update presentation to the full Committee.
- Darrell asked if Amtrak's recent adjustment to its payment forecast approach was satisfactory to the States. There was general consensus from the States that it was sufficient.
- John Bell brought up the Dunning letter sent by Amtrak as a notice of late payment. Max Johnson shared that this issue would be discussed during the SAIPRC Quarterly Meeting.

8. Adjourn – Brian Beeler, II:

With no further business to come before the subcommittee today, Brian Beeler II adjourned the call at 4:59 PM Eastern.

Next 514 conference call March 13, 2016 – 4:00PM Eastern

Decisions and Action Items

1. Jason Biggs will send Brian Beeler, II the work flow process document developed by Washington State.
2. Amtrak will have an internal discussion about who will serve on the 514 Subcommittee leadership.
3. The Subcommittee will send Brian any suggestions for his update presentation to the NGEC Committee.
4. There was a consensus among the States that Amtrak's payment forecast approach was satisfactory.

Attachments [0]



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

SECTION 305/209 – 514 Subcommittee

**Conference call
February 13, 2017
4:00pm, Eastern**

AGENDA

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|---|-----------------|
| 1. Welcome/Open | Brian Beeler II |
| 2. Roll Call | Bryan Hong |
| 3. Approval of Old Minutes (January 9) | All |
| 4. Review of 514 Charge Statement | Brian Beeler II |
| 5. 514 Leadership Needs | Brian Beeler II |
| 6. Discuss CIP Update | All |
| a. Amtrak Proposal on Maintaining the CIP's Responsiveness for State Stakeholders | |
| b. State Thoughts on Interacting with the CIP and What Works Now | |
| 7. Other Issues | All |
| 8. Adjourn | Brian Beeler II |

**Next 514 Conference Call
March 13, 2017**