



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

SECTION 305 NGEC Executive Board

MINUTES

MARCH 10, 2020

11:30 EASTERN

CONFERENCE CALL

FACILITATOR	<i>Ray Hessinger Chair, S305 NGEC Executive Board</i>
ATTENDEES	Board Members: Ray Hessinger, Momo Tamaoki for Kyle Gradinger, Charlie King, Tim Ziethen, Michael Lestingi, Amanda Martin, Arun Rao, Arun Rao also as proxy for John Oimoen, Troy Hughes, Jon Dees for Jason Orthner, Jason Biggs for Ron Pate, Mike Jenkins, Brian Beeler II Support Staff and Colleagues: Jeff Gordon, Mike Murray, Michael Burshtin, Steve Hewitt, Larry Salci
ABSENTEES	Board Members: Kyle Gradinger, Ron Pate, Jason Orthner, John Oimoen, also - Michigan State DOT – which has yet to name its representative to the Board, Support: Shayne Gill, Strat Cavros, Tammy Krause, Byron Comati, George Hull, Patrick Centolanzi,

DECISIONS MADE

1.

Welcome – Ray Hessinger, Chair, S305 NGEC Executive Board:

Chairman Hessinger opened the meeting and asked Steve Hewitt to call the roll.

2. Roll Call –Steve Hewitt, NGEC Program Manager:

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

3.

Action items Review – Steve Hewitt:

Steve Hewitt reported that open action items not covered under the agenda this week will be included on the next call agenda, and the current status of each is included in today's minutes (3-10-20).

METRA Equipment Procurement Effort as of 4-9-19:

An RFP is on the street for 200-400 bi-level cars. They are going through the process now. Interested parties were to respond by August 2019.

METRA has the NGEC specification, but John does not know if the plan to use it or if they will be in contact with the NGEC or not.

Steve Hewitt suggested that John Oimoen be asked if he can provide a status update on this item – which was last reported on in April 2019 and was noted to be updated when appropriate. Ray Hessinger agreed that it would be good to get an update on the status.

Steve Hewitt will reach out to John Oimoen.

Next update – possibly 3-24-20

Update: States and Amtrak – Charger Locomotive Experience:

In-depth updates were provided during the Annual Meeting and were included in the minutes (2-21-20). Presentations were distributed and posted to the website.

Next Update – as appropriate

Metro North Dual Mode Locomotive Procurement as of 2-21-20:

Ray Hessinger reported that Metro-North continues to advance its procurement of Dual Mode Locomotives. They have received responses and continue to evaluate them.

Next Update – 3-24-20

Amtrak Equipment Procurement Update:

Amtrak Equipment Procurements:

Last update provided at the Annual Meeting – Presentation was distributed and is posted on-line.

Next Update – 3-24-20

NGEC Two-pager Educational Document 2020:

Steve Hewitt reported that the updated NGEC two-pager remains available in hard copy and PDF.

Copies were distributed during the Annual Meeting and are available in either version by request from Steve Hewitt at shewitt109@aol.com

VIA Rail Equipment Procurement as of 2-21-20:

In-depth updates were provided during the Annual Meeting and were included in the minutes (2-21-20). Presentations were distributed and posted to the website.

Next update: as appropriate

4.

Approval of the Minutes from the 2-21-20 Annual Meeting – Ray Hessinger, NYSDOT:

On a motion by Brian Beeler II for Maine DOT, and a second by Michael Lestingi, FRA, the minutes from the NGEC Annual Meeting 2-21-20 were approved as presented.

5.

Summary Discussion/Overview – NGEC’s 10th Annual Meeting 2-21-20 - Ray/Steve:

Ray Hessinger reported that he believes the Annual Meeting went well, and the presentations were well received across the board.

Steve Hewitt reported that the Annual Meeting included around 80 NGEC members in attendance. This is an increase of about 10-12 from the last Annual Meeting. It is a good sign when the numbers are increasing after 10-years. Interest remains high.

Feedback has been positive, and Steve has received more feedback after this year’s meeting than he did after any of the previous meetings. This is also a good sign that interest in ‘what we do’ remains strong. Steve also noted that he has received several new industry participation requests to be a part of the NGEC effort – either as members of the Technical subcommittee or as members of the various technical working groups.

All presentations have been distributed to NGEC members via email and have been sent to AASHTO for posting to the website.

6.

Key Action Items from the Annual Meeting - Overview/Next Steps - Ray Hessinger:

- Executive Board review of NGEC documents to ensure there are no holes in the NGEC portfolio of specifications and other documents.

Ray Hessinger provided an overview of what he was looking for in creating this action item.

He noted that he is asking the Executive Board to review the NGEC’s library of documents to determine if

there are any holes in "our" portfolio.

At the Annual Meeting, several members came up to Ray and raised the issue of TSSSA or TSA as an area that needs to be developed within the NGEC set of documents. This is an area that Ray was thinking of as well but had not wanted to specify it at the Annual Meeting as he did not want to limit it to this item only.

Michael Iestingi, FRA, commented that he agrees that supporting contracts has been a struggle to get right and when right is an initial part of a procurement. Michael believes there is a "super logical connection" to the work done here (NGEC) and that the Committee has "strong support from FRA" on this.

Asked by Tim Ziethen, whether he was looking to create a lessons-learned, a framework, or goals and objectives, Ray responded that he believes developing a framework is the "right way to go".

He would like to see the NGEC lay out the spectrum – not to be prescriptive as in a specification, but a document that would serve as a guide especially because all properties will be different.

Jason Biggs, WSDOT, noted that "we have done a lot" in this area and will be happy to provide the Board with copies of their analysis.

Jeff Gordon, FRA, noted that the Best Practices guide document that is being developed has maintenance options in it at a high level, and he suggested that the work being discussed here, could be included – maybe as an appendix – to the Best Practices document – maybe it can serve as a home for this work.

Ray responded "possibly" but noted that "we need a framework first to see how deep in the weeds we want to go...we don't want to overwhelm the other document (Best Practices, Lessons-Learned)."

Ray asked Steve Hewitt if a requirements document would be the way to go guide the effort. Steve responded that in the NGEC specification process – the Executive Board tasks the Technical subcommittee to develop a Requirements document for Executive Board approval – that document is owned by the Board and it is used as the basis for the development of the specification. This may be the way to go for the TSSSA document as well – but it needs to be better defined as to what the Board is looking for.

Ultimately, it was agreed to table this item until the next call (3-24-20). "We have the topic" but need to give more thought to the process.

Steve Hewitt suggested that Board members/support staff think this through and provide suggestions/recommendations to Ray Hessinger and Steve by 3-17-20 to help in enhancing the discussion on the next call – 3-24-20.

- Technical subcommittee review of the Access Board Proposed Rulemaking regarding accessibility guidelines for Rail vehicles:

Ray Hessinger noted that during the NGEC Annual Meeting he tasked the Technical subcommittee with reviewing the Access Board's NPRM and compare it to the NGEC specifications.

After the last Technical subcommittee call (3-5-20) there appeared to be some confusion over what Ray was looking for. For clarification, Ray explained that he wanted the subcommittee to look at the NGEC specifications and the Access Board's NPRM side by side and identify where "we are in compliance...and where they may differ." He would then ask the subcommittee to provide a report on its findings back to the NGEC's Executive Board. The Board would make it available to individual members for their use on submitting comments to the docket. Ray emphasized that he did not intend for the NGEC itself to submit comments on the proposed rule due to the make-up of the Executive Board which includes FRA as a member.

Ray went on to say that last week, on the Technical subcommittee call (3-5-20) Chairman Charlie King "got the ball rolling". There was no timeline set for completing the review, but Ray's expectations are that the subcommittee would provide info to the Board in advance of the deadline for states or others to submit comments to the docket.

Further, Ray explained that his intent was that the NGEC, by conducting this review and identifying the areas of compliance and areas of differences would better be in a position to make changes to the specs - as identified – once the Final Rule has been issued.

7.

Status Update – NGEN 36-month No-cost Grant Agreement Extension – Tim Ziethen, Amtrak:

On 3-10-20, Tim Ziethen reported that FRA has received the Grant Adjustment Request Form (GARF) which Amtrak’s Treasurer signed and submitted to FRA Grants. The FRA has stated that it will likely take a few months to work through the process and that there are a few others in the queue ahead of the NGEN’s. Tim noted “as we get closer (to the end of the current agreement) we will need to reach out and ask for an expedited review.” Tim believes the process may take through April-May and possibly June, and that is ok – beyond that we would need to press the issue. He added that “we (NGEN and Amtrak) have met their deadline” (getting the request in prior to 90 days before the expiration of the current grant agreement) and now it is just a matter of getting through the FRA Queue.

8.

Update – Multi-State Rail Car Procurement as of 3-10-20 – Momo Tamaoki, Caltrans:

Momo Tamaoki provided the following update:

- *FDR for the standard coach is now complete. Cab Car structure FDR took place on February 27. IDOT Galley FDR documents are in review.*
- *The Complete Coach FAI occurred on November 13-14 in Sacramento and open items are near closure. Vehicle track Interaction testing is scheduled to begin on the NEC in the next week, pending car shipment from Ottawa. CEM crush box testing for the Caltrans Cab Car is scheduled for 3/18 and 3/19 in Germany. TTCI testing is complete, including Amtrak PTC and brake performance tests.*
- *47 cars total are in production or have been produced at Siemens Sacramento Facility. System-level FAIs for standard coach are nearly complete with remaining action items under final review, including open items for the complete car. Two Caltrans cars have arrived at the ACE facility in Stockton.*

9.

Update: Document Control – Tammy Krause:

On 3-10-20, Tammy Krause was unavailable, but provided the following update to be included into the record of today’s call (3-10-20):

*I have been working with Camren Cordell to get the specification issued and the Owners document updated. I have received, and accepted, several offers to help with the *Locomotive spec update. I have received a few questions that I was able to answer about the trainset specification. That is all I have at this time.*

Steve Hewitt noted that he has sent Tammy a follow up email asking for more detail and clarification on several of the items she is working on in document control. Ray agreed the report was a bit thin and agreed with Steve Hewitt’s outreach for clarifications and better details.

*Following today’s (3-10-20) call – Tammy clarified that she was referring to offers to help with the DMU spec update, not the Locomotive Spec.

10.

Other:

With no other business forthcoming, Chairman Hessinger adjourned today’s meeting (3-10-20) at 11:58AM Eastern.

The next conference call will be 3-24-20

Decisions/Action Items

Update – Multi-State Rail Car Procurement as of 3-10-20:

Momo Tamaoki was unavailable for this call but provided the following update:

- *FDR for the standard coach is complete. Cab Car structure FDR took place on February 27. IDOT Galley FDR documents are in review.*
- *The Complete Coach FAI occurred on November 13-14 in Sacramento and open items are near closure.*

Vehicle track Interaction testing is scheduled to begin on the NEC in the next week, pending car shipment from Ottawa. CEM crush box testing for the Caltrans Cab Car is scheduled for 3/18 and 3/19 in Germany. TTCI testing is complete, including Amtrak PTC and brake performance tests.

- *47 cars total are in production or have been produced at Siemens Sacramento Facility. System-level FAIs for standard coach are nearly complete with remaining action items under final review, including open items for the complete car. Two Caltrans cars have arrived at the ACE facility in Stockton.*

Metro North Dual Mode Locomotive Procurement – Update as of 2-21-20:

Metro-North continues to move forward on the dual mode locomotive procurement.

Next update – 3-24-20.

Document Control Update – 3-10-20:

Tammy Krause has been working with technical writer Camren Cordell to get the trainset specification (Revision B) issued. She has also been working with Camren to complete the compilation of the DRAFT Equipment Acquisition and Ownership Working Group Best Practices and Lessons Learned document completed.

She also received a few questions that she was able to answer about the trainset specification.

She has received, and accepted, several offers to help with the DMU spec update.

Equipment Acquisition and Ownership Best Practices Working Group – 3-10-20:

Best Practices technical writing update:

Amtrak Equipment Procurement Update – 2-21-20:

Amtrak Equipment Procurements:

Last update provided at the Annual meeting – Presentation was distributed and is posted on-line

Next Update – 3-24-20

VIA Rail Equipment Procurements – 2-21-20

At the Annual Meeting, 2-21-20, Mario Bergeron, Bob Becker and Joe Diliello provided an update on the ongoing VIA Rail equipment procurement and on overview of VIA Rail as a company.

The complete presentation was provided as a PDF file and was not re-printed in the Minutes but is available on the website and was distributed along with other NGEC presentations.

Next Update as appropriate

METRA Equipment Procurement Effort as of 4-9-19:

An RFP is on the street for 200-400 bi-level cars. They are going through the process now. Interested parties were to respond by August 2019.

METRA has the NGEC specification, but John does not know if they plan to use it or if they will be in contact with the NGEC or not.

On 3-10-20, it was agreed that Steve Hewitt will reach out to John Oimoen, IDOT, to see if he would be able to provide a status update on this item during the next Executive Board call (3-24-20) or the following call.

Next update – as appropriate

FASC update and Treasurer’s Report – as of 3-4-20 (as reported to the FASC):

- a. Balance-Spend Rate:

Total Initial Grant Amount: \$1,250,000.

Amount Spent: \$542,423.82
Balance remaining: \$ 707,576.18
Spend Rate per month: approximately \$13,000
Projected total remaining at the end of the 36-month extension: \$39,000
Average Monthly expenditure estimated for the extension period is: \$15,000.00

Ensuring the execution of the NGEN 36-month no-cost grant agreement extension – (10-1-2020 thru 9-30-2023):

The current grant with the FRA expires at the end of September 2020 and a no-cost time extension request has been submitted to the FRA for approval. Timely approval of this no-cost grant agreement extension is critical to a seamless continuation of NGEN operations for an additional 3 years. Chairman Hessinger tasked the FASC with continuing its efforts to shepherd this through the bureaucracy.

Status: Grant Agreement extension request as of 3-10-20:

On 3-10-20, Tim Ziethen reported that FRA has received the Grant Adjustment Request Form (GARF) which Amtrak's Treasurer signed and submitted to FRA Grants. The FRA has stated that it will likely take a few months to work through the process and that there are a few others in the queue ahead of the NGEN's. Tim noted "as we get closer (to the end of the current agreement) we will need to reach out and ask for an expedited review." Tim believes the process may take through April-May and possibly June, and that is ok – beyond that we would need to press the issue. He added that "we (NGEN and Amtrak) have met their deadline" (getting the request in prior to 90 days before the expiration of the current grant agreement) and now it is just a matter of getting through the FRA Queue.

Technical subcommittee review of the Access Board Proposed Rulemaking regarding accessibility guidelines for Rail vehicles:

The Access Board issued an Advance Notice of Proposed Rulemaking regarding an update to the accessibility guidelines for rail vehicles subject to the Americans with Disabilities Act and comments are due May 14th. Ray Hessinger charged the Technical Subcommittee with the task of comparing the proposed rules against our specifications and document any discrepancies.

On 3-10-20, Ray Hessinger noted that during the NGEN Annual Meeting he tasked the Technical subcommittee with reviewing the Access Board's NPRM and compare it to the NGEN specifications.

After the last Technical subcommittee call (3-5-20) there appeared to be some confusion over what Ray was looking for. For purposes of clarification, Ray explained that he wanted the subcommittee to look at the NGEN specifications and the Access Board's NPRM side by side and identify where "we are in compliance...and where they may differ." He would then ask the subcommittee to provide a report on its findings back to the NGEN's Executive Board. The Board would make it available to individual members for their use on submitting comments to the docket. Ray emphasized that he did not intend for the NGEN itself to submit comments on the proposed rule due to the make-up of the Executive Board which includes FRA as a member.

Ray went on to say that last week, on the Technical subcommittee call (3-5-20) Chairman Charlie King "got the ball rolling". There was no timeline set for completing the review, but Ray's expectations are that the subcommittee would provide info to the Board in advance of the deadline for states or others to submit comments to the docket.

Further, Ray explained that his intent was that the NGEN, by conducting this review and identifying the areas of compliance and areas of differences would better be in a position to make changes to the specs - as identified – once the Final Rule has been issued.

Executive Board review of NGEN documents to ensure there are no holes in the NGEN portfolio of specifications and other documents.

Chairman Hessinger noted that the Acquisition and Ownership report will be the first completely new document prepared by the NGEN in several years. This year, he will ask the Executive Board to consider whether there are any holes in our portfolio of specifications and other documents and if so, to begin the development of any such specification, guidance document or report.

On 3-10-20, it was agreed that the topic that needs being developed and that will be the focus of the Board's efforts in this area will be TSSSA.

It was also agreed that, while the topic has been determined, there needs to be more thought and discussion on the process for undertaking the task.

Board members/support staff are asked to think this through and provide suggestions/recommendations to Ray Hessinger and Steve Hewitt by 3-17-20 to help in enhancing the discussion on the next call – 3-24-20.

Updates: States and Amtrak – Charger Locomotive Experience:

In-depth updates were provided during the Annual meeting and were included in the minutes. Presentations were distributed and posted to the website.

Next Update – as appropriate

Distribution of the NGENC two-pager – educational document as of 1-28-20:

Steve Hewitt reported that the updated NGENC two-pager is available in hard copy and PDF.

Copies were distributed during the Annual Meeting and are available in either version by request from Steve Hewitt at shewitt109@aol.com

**S305 NGENC Executive Board Conference Call
3-10-20
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 | Ray Hessinger |
| 2. Roll Call | Steve Hewitt |
| 3. Action Items Status Review | Steve Hewitt |
| 4. Approval of Minutes from 2-21-20 Annual meeting | Ray Hessinger |
| 5. Summary Discussion/Overview – NGENC’s 10 th Annual Meeting | Ray/Steve |
| 6. Key Action Items from the Annual meeting - Overview/Next Steps | Ray Hessinger |
| - Executive Board review of NGENC documents to ensure there are no holes in the NGENC portfolio of specifications and other documents. | |
| - Technical subcommittee review of the Access Board Proposed Rulemaking regarding accessibility guidelines for Rail vehicles: | |
| 7. Status Update – NGENC 36-month no-cost grant agreement extension | Tim Ziethen |
| 8. Update: Multi-State Car Procurement | Momo Tamaoki |
| 9. Update: Document Control | Tammy Krause |
| - Status: Compiling Single Level Trainset Specification 305-007 – Revision B | |
| - Next Specification Update – DMUs – next steps/timeline | |
| - Status: Equipment Acquisition Best practices Reference Document | |
| - Updating list of Technical working group members | |
| 10. Other | All |

Next Meeting – 3-24-20