



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

## SECTION 305 NGEC Executive Board

MINUTES

MAY 5, 2020

11:30 EASTERN

CONFERENCE CALL

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

### 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 briefly reviewed the status of open action items not covered under the agenda this week and noted they will be included on the next call agenda, and the status of each is included in today's minutes (5-5-20).

**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**

**NGEC Two-pager Educational Document 2020:**

Steve Hewitt reported that the updated NGEC two-pager remains available in hard copy and PDF. To date over 150 hard copies and 250 electronic copies have been distributed.

Copies are available in either version by request from Steve Hewitt at [shewitt109@aol.com](mailto: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**

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

The intent of this effort is for states to submit their comments to the Access Board Docket on the Accessibility Requirement Guidelines Advance Notice of Proposed Rulemaking. Amtrak has submitted its comments already and will share them with the Executive Board. Once the comments have come back and there is a Final Rule, the Technical subcommittee (through its technical working groups) will compare them with the NGEC specifications to ensure compliance and make any necessary changes by utilizing the NGEC DCR process.

**Next Update – as appropriate**

**Developing a template – TSSSA:**

As of 4-21-20 - Amtrak is working on this and making some progress. They have a few drawings that they need to get releases on. Charlie hopes to have something to send to everyone (via Steve Hewitt) as an example of what will be included. He expects it will be a primer with minimal examples of options and include links to other potential options.

**Amtrak Equipment Procurements:**

On 4-21-20, Charlie King reported:

The COVID 19 situation has caused delays.

On the Acela 21 –

Trainset 1 is at TTCI. Trainset 2 is in Philadelphia. The rest of the deliveries are on hold waiting for the re-opening of the plant at Hornell.

On the Charger Locomotives:

The Siemens facility in Sacramento is open. There are some delays due to suppliers struggles during the COVID situation.

On the single level car/trainset procurement – the RFP is on the street – internal negotiations are underway.

On the Maintenance of Way Yard Engines – Charlie is hopeful that the next Amtrak Board of Directors meeting there will be some decisions made.

**Metro-North Dual Mode Locomotive Procurement:**

On 4-21-20, Ray Hessinger reported that not much has changed – Metro-North continues to be in the procurement “cone of Silence”. It appears that the pace has picked up.

**4.**

**Approval of the Minutes from the 4-21-20 conference call meeting – Ray Hessinger, NYSDOT:**

On a motion by Brian Beeler II, for Maine DOT and a second by Troy Hughes, MoDOT, the minutes from the 4-21-20 conference call meeting were approved as presented.

**5.**

**Status: 36 Month No-Cost Grant Agreement Extension Request – Tim Ziethen, Amtrak:**

Status: Grant Agreement extension request – Tim Ziethen, Amtrak:

In recent conversations between Amtrak grants and FRA grants the plan remains for the FRA to review the 36-month no-cost grant agreement extension request in May and, hopefully, approve it. It is a straight-forward request and no issues are foreseen. Tim noted that he and Amtrak grants will be tracking it and will follow up to see where it is on the docket. As of now, he looks for it to be done this month.

**6.**

**Update – Multi-State Rail Car Procurement as of 5-5-20 – Momo Tamaoki, Caltrans:**

Momo Tamaoki provided the following update:

- *FDR for the standard coach is complete. The Cab Car structure FDR took place on February 27 and updated documents are in review. IDOT galley FDR reviews and releases are ongoing. Cab Car F-coupler FDR is scheduled for May 6.*
- *Open items for complete coach FAI are near closure. Non-domestic testing has been postponed due to travel restrictions. Video and photos are being provided for tests that SMEs are unable to witness. Cars #1 and #2 have returned to Sacramento from TTCI for final repairs and inspections before shipment to Stockton. Car #3 is continuing FRA 213 testing on the NEC and has been performing well. This testing will continue into mid-May. The coach Maintainability Demonstration is targeted for June pending travel availability.*
- *49 cars total are in production or have been produced at Siemens Sacramento Facility. The production facility remains open under an Essential Business clause. System-level FAIs for standard coach are complete with final approvals in work. Cars 7, 9 and 13 were shipped to Stockton on April 27<sup>th</sup>, and there are now 7 cars total at the Stockton facility. The first IDOT car shipment is currently projected for late May/early June.*
- *The project teams are monitoring potential production and schedule impacts due to the coronavirus and are receiving frequent updates from SCOA and Siemens.*

**7.**

**Update: METRA Equipment Procurement – John Oimoen, IDOT:**

John Oimoen reported that his contact at METRA was out sick and he was unable to get in touch with him to get an update. John asked that this item be tabled until he connects with METRA and get an update. At that time, he will inform Steve and Ray so it can be placed back on the agenda for the next Executive Board call.

**8.**

**Info: Connecticut DOT Rail Car RFP – Steve Hewitt, NGEN Program Manager:**

On 4-30-20, during the Technical subcommittee call, Marci Petterson, Connecticut DOT, announced that Conn DOT would be releasing an RFP for new rail cars. The ConnDOT RFP, as have others, used the NGEN specification as its basis. Conn DOT is an NGEN member – active participant and voting member of the Technical subcommittee.

Later, on 4-30-20 Marci provided the link to the RFP to Steve Hewitt for distribution to all NGEN participants. The link was sent to over 250 email addresses on 5-1-20 and was scheduled to be posted in Railway Age either 5-1-20 or 5-4-20.

The link and Marci's message as distributed on 5-1-20 are inserted below:

[https://biznet.ct.gov/SCP\\_Search/BidDetail.aspx?CID=53056](https://biznet.ct.gov/SCP_Search/BidDetail.aspx?CID=53056)

*Of interest to other states as well as carbuilders – while our spec is based on the PRIIA spec, there is no Federal funding in this procurement. However, our scoring gives points to work done in and components supplied from the US and CT. We are open to partnering with other states while maintaining those terms. The car amenities will be somewhere between a traditional commuter car and an intercity car, leaning toward intercity.*

*This will be listing digitally in Railway Age tomorrow (5-1-20) or Monday (5-4-20).*

We will ask Marci to provide monthly updates on the progress of this procurement on Technical subcommittee calls and Steve Hewitt will provide that update on the following Executive Board call.

**9.**

**Update: Document Control – Tammy Krause:**

Tammy Krause provided the following update for inclusion in the minutes of today's call (5-5-20):

- *Status: Compiling Single Level Trainset Specification 305-007 – Revision B is still in process.*
- *Status: Next Specification Update – 81 DCRS for Revision A of the DMU specification have been sent to the TSC WGs to review and approve*
- *Status: Updating list of Technical working group members is ongoing, I am still waiting for 3 lists*
- *Status: Technical Writer's DRAFT – Equipment Acquisition & Ownership Document draft has been submitted for review.*
- *I will be receiving the ConnDOT specification documents to review for changes that were made to differ it from the PRIIA Single Level Train Car specification.*

**10.**

**Next Steps: Equipment Acquisition and Ownership Best Practices/Lessons Learned reference document - Ray Hessinger:**

The Equipment Acquisition and Ownership DRAFT document has been prepared by the Technical Writer and was distributed to the working group members for review and comment. The members have been asked to provide their comments to Tammy Krause by COB 5-14-20 with CCs to Ray Hessinger and Steve Hewitt.

A meeting of the working group has been scheduled for 5-28-20 from 4:00 to 5:00PM Eastern.

Once the comments are received, they will be added to the first DRAFT document and it will be revised and sent back out to the working group in preparation for the 5-28-20 call.

Once the document has been approved as DRAFT by the working group, it will be sent to the Executive Board for its review and comment.

**11.**

**Call Schedule – Executive Board Call Frequency – Ray Hessinger:**

Ray Hessinger reported that he has been approached by a member of the Executive Board requesting consideration of reducing the frequency of the Board meetings (currently held bi-weekly) due to the fact that there are less action items on the agenda at this period of time and reducing the frequency would free up time for Board members for more pressing matters. The intent would be to hold the meetings not less than once a month.

Ray opened the floor for discussion.

Charlie King, Chair of the Technical subcommittee agreed that one a month would be ok, but also noted that if that is the decision, he would also reduce the Technical subcommittees to once a month as well, since its work feeds into that of the Executive Board.

John Oimoen, IDOT, expressed his support for a monthly meeting, with the option of increasing the frequency again, if activities of the Committee heat up and there is a need for additional calls.

Michael Lestingi, FRA, expressed his support for moving the calls to monthly, for now, until the need is greater. He emphasized that the intent would be to have the calls **“not less than once a month”**.

Ray Hessinger commented that it would be difficult to reschedule calls once canceled because of the tight schedules everyone has. When time opens-up on a schedule, it gets filled quickly. Ray suggested that the calls remain on the calendar with the notion that if the agenda is light the call will be canceled. Ray and Steve Hewitt meet every Friday to discuss NGENC business and the next call agenda is always topic of the conversation. If they see that the next scheduled call is light, Steve will send a cancellation notice and defer the agenda items to the next call.

Mike Jenkins, Oregon, suggested having the calls scheduled for the first part of the month and cancel the second call of each month.

Ray Hessinger and Steve Hewitt expressed concern with automatically canceling the second call, as the schedule of actions that may be forthcoming could end up being held off for potentially a 6 week or more period.

Ultimately, it was agreed to hold the 5-19-20 call, and have further discussion on how to move forward with this – whether to cancel every other call, schedule a default call and a second “tentative” call per month, or leave them on the calendar with a cancellation sent out when the agenda is light enough to defer to the next call. Whichever way it is decided to go, there is an understanding that there not be less than one call per month.

It was also agreed to cancel the 6-2-20 call (Steve Hewitt is unavailable for that call) and after the 5-19-20 call, based on what the Board decides, a decision will be made, and appropriate action will be taken.

**12.**

**Other:**

With no other business forthcoming, Chairman Hessinger adjourned today’s meeting (5-5-20) at 12:04pm Eastern.

**The next conference call will be 5-19-20**

## Decisions/Action Items

### Update – Multi-State Rail Car Procurement as of 5-5-20:

Momo Tamaoki was unavailable for this call but provided the following update on 5-5-20:

- *FDR for the standard coach is complete. The Cab Car structure FDR took place on February 27 and updated documents are in review. IDOT galley FDR reviews and releases are ongoing. Cab Car F-coupler FDR is scheduled for May 6.*
- *Open items for complete coach FAI are near closure. Non-domestic testing has been postponed due to travel restrictions. Video and photos are being provided for tests that SMEs are unable to witness. Cars #1 and #2 have returned to Sacramento from TTCI for final repairs and inspections before shipment to Stockton. Car #3 is continuing FRA 213 testing on the NEC and has been performing well. This testing will continue into mid-May. The coach Maintainability Demonstration is targeted for June pending travel availability.*
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- *The project teams are monitoring potential production and schedule impacts due to the coronavirus and are receiving frequent updates from SCOA and Siemens.*

### Metro North Dual Mode Locomotive Procurement – Update as of 4-21-20:

On 4-21-20, Ray Hessinger reported that not much has changed – Metro-North continues to be in the procurement “Cone of Silence”, but he does believe the pace has quickened.

**Next update – 5-19-20.**

### Document Control Update – 5-5-20:

Tammy Krause provided the following update for inclusion in the minutes of today’s call (5-5-20):

*Status: Compiling Single Level Trainset Specification 305-007 – Revision B is still in process.*

*Status: Next Specification Update – 81 DCRS for Revision A of the DMU specification have been sent to the TSC WGs to review and approve*

*Status: Updating list of Technical working group members is ongoing, I am still waiting for 3 lists*

*Status: Technical Writer’s DRAFT – Equipment Acquisition & Ownership Document draft has been submitted for review.*

*I will be receiving the ConnDOT specification documents to review for changes that were made to differ it from the PRIIA Single Level Train Car specification.*

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Trainset 1 is at TTCI. Trainset 2 is in Philadelphia. The rest of the deliveries are on hold waiting for the re-opening of the plant at Hornell.

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On the single level car/trainset procurement – the RFP is on the street.

On the Maintenance of Way Yard Engines – Charlie is hopeful that the next Amtrak Board of Directors meeting there will be some decisions made.

**Next Update – 5-19-20**

**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 4-21-19:**

This item was tabled until John Oimoen has received an update from his contact at METRA. He will let Steve Hewitt and Ray Hessinger know when that is, and the item will be included on the following Board agenda.

**Treasurer’s Report – as of 5-5-20:**

Status: Grant Agreement extension request as of 5-5-20:

In recent conversations between Amtrak grants and FRA grants the plan remains for the FRA to review the 36-month no-cost grant agreement extension request in May and, hopefully, approve it. It is a straight-forward request and no issues are foreseen. Tim noted that he and Amtrak grants will be tracking it and will follow up to see where it is on the docket. As of now, he looks for it to be done this month.

Balance-Spend Rate as of Balance as of 4-21-20:

Total Initial Grant Amount: \$1,250,000.  
Amount Spent: \$557,227.12  
Balance remaining: \$ 692,772.88  
Spend Rate per month: approximately \$13,590.91  
Estimated balance remaining at the end of the current grant period (9-30-20) - \$577,636.54  
Average Monthly expenditure estimated for the extension period is: \$15,000.00  
Amount utilized if the Grant is extended for 36 months at estimated spend rate \$540,000.00  
Projected total remaining at the end of the 36-month extension: \$37,636.54

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

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**Next Update: 5-19-20**

**Updates: States and Amtrak – Charger Locomotive Experience:**

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*This will be listing digitally in Railway Age tomorrow (5-1-20) or Monday (5-4-20).*

We will ask Marci to provide monthly updates on the progress of this procurement on Technical subcommittee calls and Steve Hewitt will provide that update on the following Executive Board call.

**Considering revising NGEN Executive Board Call Schedule:**

On 5-5-20, NGEN Chair Ray Hessinger reported that he had been approached by a member of the Executive Board requesting consideration of reducing the frequency of the Board meetings (currently held bi-weekly) due to the fact that there are less action items on the agenda at this period of time and reducing the frequency would free up time for Board members for more pressing matters. The intent would be to hold the meetings not less than once a month.

After some discussion, it was agreed to hold the 5-19-20 call as scheduled, and have further discussion on how to move forward with a revised plan for the calls – whether to cancel every other call, schedule a default call and a second “tentative” call per month, or leave them on the calendar with a cancellation sent out when the agenda is light enough to defer to the next call. Whichever way it is decided to go, there is an understanding that there not be less than one call per month.

It was also agreed to cancel the 6-2-20 call (Steve Hewitt is unavailable for that call) and after the 5-19-20 call, based on what the Board decides, a decision will be made, and appropriate action will be taken.

**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 4-21-20 conference call meeting                                     | Ray Hessinger |
| 5. Status: 36-month No-Cost Grant Extension Request   | Tim Ziethen   |
| 6. Update: Multi-State Car Procurement  | Momo Tamaoki  |
| 7. Update: METRA Equipment Procurement  | John Oimoen   |
| 8. Info: Connecticut DOT Rail Car RFP   | Steve Hewitt  |
| 9. Update: Document Control   | Tammy Krause  |
| - Status: Compiling Single Level Trainset Specification 305-007 – Revision B                    |               |
| - Status: Next Specification Update – DMUs  |               |
| - Status: Updating list of Technical working group members                                      |               |
| - Status: Technical Writer’s DRAFT – Equipment Acquisition & Ownership Document                 |               |
| 10. Next Steps: Equipment Acquisition and Ownership Best Practices/Lessons Learned ref document | Ray Hessinger |
| 11. Call Schedule – Executive Board call frequencies  | Ray Hessinger |
| 12. Other   | All           |

**Next Meeting – 5-19-20**