

**NORTHERN NEW ENGLAND
PASSENGER RAIL AUTHORITY
75 WEST COMMERCIAL STREET
PORTLAND, MAINE 04101-4631**

January 27, 2015

Honorable Mark W. Eves
Speaker of the House
2 State House Station
Augusta, Maine 04333

Honorable Michael D. Thibodeau
President of the Senate
3 State House Station
Augusta, Maine 04333

Dear Speaker Eves and President Thibodeau:

Pursuant to 5 M.R.S.A., Section 12023, please consider this the letter of transmittal for the required reports from the Northern New England Passenger Rail Authority due by February 1, 2015.

Please contact me if you have any questions or need additional information.

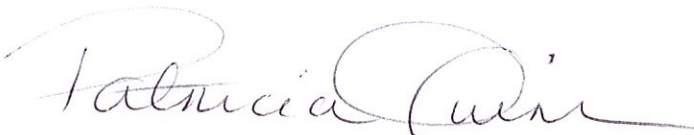
Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Martin Eisenstein", with a long horizontal flourish extending to the right.

S/Mr. Martin Eisenstein
Chairman

Northern New England Passenger Rail Authority

A handwritten signature in black ink, appearing to read "Patricia Quinn", with a long horizontal flourish extending to the right.

S/Ms. Patricia Quinn
Executive Director
Northern New England Passenger Rail Authority

75 West Commercial Street, Suite 104
Portland, Maine 04101-4631
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Martin I. Eisenstein
Chairman



**NORTHERN NEW ENGLAND
PASSENGER RAIL AUTHORITY**

January 25, 2016

Senator Michael D. Thibodeau
President of the Maine Senate
3 State House Station
Augusta, ME 04333-0003

RE: Statutory Citation P.L. 2011 c. 616: An Act to Implement the Recommendations of the Office of Program Evaluation and Government Accountability and the Government Oversight Committee Regarding Quasi-Independent State Entities

Dear Senator Thibodeau:

Please find enclosed the Northern New England Passenger Rail Authority's annual report as required under section 12023 (2) "Ongoing Reports" of the Statutory Citation referenced above.

Required Reports:

- 2A. A list of all procurements exceeding \$10,000 in the preceding year (NNEPRA Fiscal Year 2015) for which competitive procurement was waived under the policies adopted pursuant to section 12022, subsection 3 - Attached.
- 2B. A list of all persons to which the entity made contributions greater than \$1,000 in the preceding year and the total amount contributed to each – Attached.
- 2C. Changes made to the written policies and procedures required by section 12022 are as follows:

Procurement Policy Added Language:

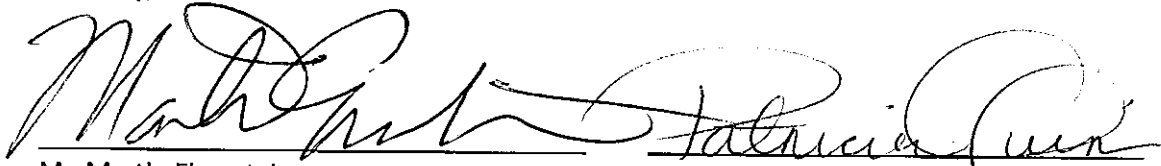
- a. Small purchases are relatively simple and informal purchases involving the acquisition of services, supplies or other property that cost at least \$3,000 but less than the federal simplified acquisition threshold, currently fixed at \$150,000.
- b. Revenue contracts are third party contracts whose primary purpose is to generate revenues. Advertising, concession stands, use of right-of-ways, licenses and land leasing are some examples of revenue contracts.

A competitive process (i.e.; Request for Proposals, Request for Quotes) usually will be followed. NNEPRA will consider each proposed revenue contract on an individual basis for the appropriate competitive selection procedures. The consideration process will be documented. All necessary steps will be taken to ensure that DBEs have maximum opportunity to compete for revenue contracts.

- c. Advance Payments: NNEPRA will not issue advance payments to contractors without prior concurrence from FTA by submitting a written request to the FTA Region 1 Deputy Administrator.
- d. References:
OMB Uniform Administrative Requirements – Super Circular (12/2014)
2 CFR part 200 and 2 CFR part 1201

There were no changes to the procedures used by the governing body to monitor compliance with those policies and procedures.

Sincerely,

Handwritten signatures of Mr. Martin Eisenstein and Ms. Patricia Quinn. The signature of Mr. Eisenstein is on the left and the signature of Ms. Quinn is on the right. Both signatures are written in black ink and are positioned above horizontal lines that separate them from their respective titles.

Mr. Martin Eisenstein
Chairman
Northern New England Passenger Rail Authority

Ms. Patricia Quinn
Executive Director
Northern New England Passenger Rail Authority

Northern New England Passenger Rail Authority					
§ 12023 Reports to the Legislature Subsection 2A					
Procurements Exceeding \$10,000 - Competitive Procurement Waived					
July 1, 2014 to June 30, 2015					
Date	Vendor Name	Amount	Procurement Method	Funding Source	
5/28/15	Portland Press Herald	19,110.52	(Justification is on file at NNEPRA's Office)		
6/2/15	Pan Am Railways	70,600.00	Marketing Sole Source - Only available from one source	CMAQ	
			Construction Sole Source - Only available from one source	5337 Grant	

Northern New England Passenger Rail Authority

§ 12023 Reports to the Legislature Subsection 2B

Contributions Exceeding \$1,000

July 1, 2014 to June 30, 2015

Date	Trans Description	Over \$1,000 - Sponsorship	Over \$1,000 - Dues
9/16/14	TrainRiders/Northeast - 2014 Event Sponsorship	\$ 1,500.00	
10/10/14	Kennebunk-Kennebunkport Chamber of Commerce	\$ 1,000.00	
12/2/14	SPRC Dues		\$ 4,000.00
4/3/15	Maine State Music Theatre - Season Sponsor	\$ 1,500.00	
6/9/15	Maine Development Foundation		\$ 5,000.00

Northern New England Passenger Rail Authority
§ 12023 Reports to the Legislature Subsection 2C
Written Policies and Procedures Changes
July 1, 2014 to June 30, 2015

Changes made to the written policies and procedures required by section 12022 are as follows:

Procurement Policy Added Language:

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