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Martin I. Eisenstein
Chairman



**NORTHERN NEW ENGLAND
PASSENGER RAIL AUTHORITY**

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,

Handwritten signature of Martin I. Eisenstein in red ink.

Mr. Martin Eisenstein
Chairman
Northern New England Passenger Rail Authority

Handwritten signature of Patricia Quinn in black ink.

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, 2013 to June 30, 2014					
Date	Vendor Name	Amount	Procurement Method	Funding Source	
7/11/13	PRESS HERALD	17,000.00	(Justification is on file at NNEPRA's Office) Marketing Sole Source - Only available from one source	CMAQ	
5/9/14	Stella Jones	1,864,240.00	Single Bid - shortage of raw materials	5337 Grant	
5/21/14	KOPPERS	132,400.00	Sole Source - Ties matter of exigency	5337 Grant	

Northern New England Passenger Rail Authority
§ 12023 Reports to the Legislature Subsection 2B

Contributions Exceeding \$1,000

July 1, 2013 to June 30, 2014

Date	Trans Description	Over \$1,000 - Sponsorship	Over \$1,000 - Dues
7/31/13	SPRC Dues	\$ 4,000.00	\$ 4,000.00
9/16/13	Maine State Chamber of Commerce - Sponsor Annual Meeting	\$ 1,000.00	
9/16/13	TrainRiders/Northeast - 2013 Event Sponsorship	\$ 1,500.00	
10/8/13	Health and Wellness Expo Sponsorship	\$ 1,000.00	
11/1/13	CONEG Policy Research Center		\$ 2,500.00
1/1/14	Maine Department of Economic & Community Development Guide Ad	\$ 4,705.00	
1/14/14	Maine State Music Theatre - Season Sponsor	\$ 4,000.00	
6/2/14	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, 2013 to June 30, 2014

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

Procurement Policy Added Language:

- a) Time and Materials Contracts must specify a ceiling price. The NNEPRA Board must approve an increase to the ceiling price ;
- b) All vendors and contractors awarded contracts over \$25,000 must register with SAM.gov to determine suspension/debarment status; and,
- c) Written procurement history shall be kept for at least 7 years from the date of procurement.

Mileage, Travel, Meals & Entertainment Policy Added Language:

- a) Employees must receive prior approval from NNEPRA's Executive Director prior to traveling overnight, traveling by air, requesting to incur airline baggage fees or if requiring a vehicle rental.

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