



NATIONAL RAILROAD
PASSENGER CORPORATION

Office of Inspector General



Memorandum

To: Gerald Sokol, Jr.
Executive Vice President/Chief Financial Officer

From: David R. Warren
Assistant Inspector General, Audits

Date: December 21, 2015

Subject: Engagement Memo—Assessing Contracts Funded by Amtrak's Americans with Disabilities Act (ADA) Program (Project code 008-2016)

We are initiating a review of contracts awarded under Amtrak's ADA program. Our objective is to assess the program's use of competitive market-driven contracts. The Fixing America's Surface Transportation Act of 2016 (Pub. L. No. 114-94) requires us to perform this review.

During the audit, we plan to interview company officials and review procurement requests and contracts awarded under the ADA program. Our request for documents will be made as our work progresses. We will work to minimize the impact of the audit by coordinating interviews and observations with staff in advance.

Our work will be performed in accordance with generally accepted government auditing standards. Our interactions with the company will be consistent with P/I2.1.3, which sets forth the relationship between our office and the company. In particular, section 7.0 of the policy discusses coordination between company officials and our office of audits. To view this policy, see <http://wiki.corp.nrpc/display/APIM20/2.0+Inspector+General>

We request that your office arrange an entrance conference for us with the appropriate company officials by January 8, 2016. We will keep you advised of the status of our work and any material changes in our objective, should they occur.

Dorian Herring will be the audit manager for this engagement and reports to Michael Kennedy, Senior Director-Lead. If you have any questions, please contact me at (202) 906-4742 (David.Warren@amtrakoig.gov) or Michael Kennedy at (202) 906-4308 (Michael.Kennedy@amtrakoig.gov).

cc: DJ Stadtler, Jr., Executive Vice President/Chief Operations Officer
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