



## Memorandum

**To:** Joel M. Szabat  
Chairman, Audit and Finance Committee, Amtrak Board of Directors

Tracie A. Winbigler  
Executive Vice President, Business Transformation  
and Chief Financial Officer

**From:** Kevin H. Winters *K. H. Winters*  
Inspector General

**Date:** March 14, 2025

**Subject:** Engagement Memo— *Monitoring the Work of the Independent Public Accountant Conducting the Fiscal Year 2025 Consolidated Financial Statement Audit and Single Audit (Projects 001-2025 and 005-2025)*

We are initiating engagements to monitor the work of the independent certified public accountant (IPA) performing the audits of Amtrak's (the company) fiscal year (FY) 2025 Consolidated Financial Statements (Project 001-2025) and Single Audit (Project 005-2025). These engagements are required by the Inspector General Act of 1978, as amended, which mandates that Inspectors General take appropriate steps to ensure that work performed by IPAs comply with the standards established by the Comptroller General of the United States.<sup>1</sup>

Our objectives will be to:

- (1) determine whether the IPA performed the audit of the company's Consolidated Financial Statements in accordance with generally accepted government auditing standards issued by the Comptroller General of the United States.
- (2) determine whether the IPA performed the Single Audit in accordance with generally accepted government auditing standards issued by the Comptroller General of the United States and Office of Management and Budget, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 CFR 200*.

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<sup>1</sup> 5 U.S.C. § 404(b)(1)(C)

(3) monitor the company's administration and facilitation of the audits.

Our monitoring procedures are designed to assure the Board of Directors, company management, and external stakeholders that the IPA performed audits that met professional standards. At the conclusion of our work, we will provide letters discussing whether we found any material instances of noncompliance with generally accepted government auditing standards for both the Consolidated Financial Statements audit and the Single Audit. We will brief you on the results of our work as it progresses and as you request.

Our work is not intended to enable us to express—and we will not express—opinions on the company's FY 2025 Consolidated Financial Statements, including its internal controls and compliance with laws and regulations, or its Single Audit, including its compliance with federal grant requirements. The IPA is responsible for its audit reports and the conclusions expressed in those reports.

Throughout the engagement we will work with the appropriate IPA and company officials to obtain information necessary for the completion of our work. If you have any questions regarding this engagement, please contact me or J.J. Marzullo, Assistant Inspector General, Audits, at [john.marzullo@amtrakoig.gov](mailto:john.marzullo@amtrakoig.gov), (202) 906-4600, or Katherine Moore, Senior Director, Financial and Audit Operations at [katherine.moore@amtrakoig.gov](mailto:katherine.moore@amtrakoig.gov), (202) 525-0294.

cc: Anthony R. Coscia, Chairman, Board of Directors and Member, Audit and Finance Committee

Stephen J. Gardner, Chief Executive Officer

William H. Herrmann, Executive Vice President, General Counsel, & Corporate Secretary

Christian Zacariassen, Executive Vice President, Digital Technology & Innovation

Carol P. Hanna, Vice President and Controller

Eric Klein, Partner, Ernst & Young LLP

Sandra Goetz, Managing Director, Ernst & Young LLP

Laurie Warwick, Managing Director, Ernst & Young LLP