

EXHIBIT 8(i)

Metra's Procedure re: Vendor/Contractor Contacts

VENDOR/CONTRACTOR CONTACTS

I. PURPOSE

To establish the policies for contact between Metra personnel and current and prospective bidders, proposers, suppliers, and contractors, collectively hereafter sometimes referred to as “vendors.”

II. POLICY

All Metra contact with prospective vendors must be made only by the Materials Management Department, except as provided. Purchases under \$500.00, as covered in Direct Purchases, PU-13-RC, and Procurement Card Purchases for Materials and Services, PU-21-RC, are exempted from this procedure.

Generally, Vendor/Contractor contact by any Metra personnel who are not in the Materials Management Department is prohibited, except to allow Metra staff to obtain information concerning potential sources, product availability, product specifications, and Vendor/Contractor qualifications. For contact involving professional services, see PU-06-RC, PU-07-RC, and PU-08-RC.

After Invitation for Bids/Requests for Proposals have been solicited, but prior to the bids/proposals having been received, Metra staff may have contact with prospective vendors when necessary to clarify specifications or provide assistance in delineating Metra needs. Answers to such inquiries must be made in coordination with the Materials Management Department. Discussions with vendors may also be held if authorized by the Materials Management Department.

Between the date of the bid opening/proposal due date and day of the award, all contact with vendors who submit bids or proposals must be made by the Materials Management Department.

If any non-Materials Management Department Metra personnel has any contact with any vendor beyond what is permitted by this policy, the non-Materials Management employee must document the contact and furnish a copy to the Materials Management Department.

If a Metra employee who is not in the Materials Management Department has contact with a vendor, he/she should always state to a vendor that the contact is being initiated for informational purposes only, and not make a commitment of any kind. Information that would give a potential bidder or proposer an unfair advantage must not be revealed. Terms or conditions of sale must not be discussed unless permitted by the Materials Management Department.

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VENDOR/CONTRACTOR CONTACTS

An employee who makes an unauthorized purchase obligation with a vendor may be financially liable and subject to administrative sanctions up to and including dismissal. (Refer to Employee Handbook).

III. DEFINITIONS

Vendor Contact: See Glossary

IV. RESPONSIBILITIES

Materials Management Department

Primary Metra contact with contractors or vendors. Delegates authority to specified persons in writing to contact vendors, except in the case of delivery schedules. Handles all administrative correspondence.

Requisitioner/User

Limits contact with vendors except to the extent permitted by these procedures. Contacts the Materials Management Department when a question concerning vendor contact arises. Documents all vendor contacts except those concerning delivery schedules, and furnishes a copy to the Materials Management Department.

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EXHIBIT 8(ii)

Correspondence re: Hiring, Firing, Promotions, Purchasing, and Procurement

Samuel E. Smith

From: [REDACTED]
Sent: Monday, February 04, 2013 3:18 PM
To: Samuel E. Smith
Cc: Alexander Clifford
Subject: [REDACTED] resume
Attachments: [REDACTED]_Resume[1].docx

Sam,

This is Rep. [REDACTED]. Please find attached the resume of [REDACTED]. Can you please check into the status of her application and call me at [REDACTED]. Thank you.

[REDACTED]

From: Gail Washington [gwashing@metrarr.com]
Sent: Friday, May 06, 2011 11:08 AM
To: 'Tom Cullen'
Cc: Alexander Clifford
Subject: RE: Resume

Thank you for the resume of [REDACTED]. Her legislative and legal background is impressive. As you may be aware, Metra has re-dedicated itself to an open hiring process that allows every candidate an equal and fair opportunity for consideration when there are job vacancies. To that end, we ask all prospective job applicants to submit their resumes to our Human Resources Department through our website. I will notify [REDACTED] of this procedure.

Again, thank you for helping us build a pool of viable candidates for the Legislative Affairs Office job.

-----Original Message-----

From: [REDACTED]
Sent: Thursday, May 05, 2011 5:38 PM
To: gwashing@metrarr.com
Subject: Resume

Gail: It is [REDACTED], your lobbyist in Springfield. Alex told me to forward this resume to you. This woman is applying for the posted legislative job. I have attached the posting and her resume. Please let me know how to proceed. Thanks, [REDACTED] [REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Monday, March 26, 2012 9:43 AM
To: Samuel E. Smith
Cc: 'Tom Cullen'
Subject: Resume from [REDACTED]
Attachments: 20120326082012963.pdf

Please call me on this. [REDACTED]

[REDACTED]

Dear [REDACTED]

Per our recent telephone discussion, I am enclosing a resume from [REDACTED] who has applied for two positions with Metra. The first is Associate General Counsel and the second is Director, Real Estate Contract Management.

I have known [REDACTED] for approximately 25 years. We practiced law together in the Real Estate Department of [REDACTED]. I am confident that his dedication, commitment, skill and intelligence would be of great benefit to Metra.

I would appreciate it if you could keep me apprised of any progress in filling these two positions.

Sincerely yours,

[REDACTED]

Thanks!

[REDACTED]

From: Samuel E. Smith
Sent: Friday, September 07, 2012 12:19 PM
To: [REDACTED]
Subject: FW:
Attachments: 20120827125826990.pdf
Categories: Blue Category

Information on the engineer applicant.

-----Original Message-----
From: [REDACTED]
Sent: Monday, August 27, 2012 1:14 PM
To: Samuel E. Smith
Subject: FW:

Sam--can you check on the statues of this? Thanks. [REDACTED]

-----Original Message-----
From: [REDACTED]
Sent: Monday, August 27, 2012 11:58 AM
To: [REDACTED]
Subject:

This E-mail was sent from [REDACTED]

Scan Date: 08.27.2012 12:58:26 (-0400)
Queries to: [REDACTED]

Courtesy Posting for Internal Candidates



Assistant Conductor Positions

Metra is currently accepting applications for its
Train Service Program

Applications will be accepted until Wednesday, May 23, 2012.

Qualified applicants must possess at least one of the following requirements to proceed to the assessment/interview process:

1. High School Diploma or GED and a minimum of two (2) years of train service experience with a railroad; OR
2. 60 college level credit hours from an accredited college or university and must pass a preliminary operating rules assessment; OR
3. Minimum of two (2) years of active Metra employment, with operating rules qualification or minimum of two (2) years of active Metra employment and must pass a preliminary operating rules assessment; OR
4. Minimum of two (2) years of active duty Military service and must pass a preliminary operating rules assessment.

Proof of eligibility (college, military or previous experience) AND letters of recommendations must be submitted along with Employee Application Request form. No assessments or interviews will be scheduled until all official documentation is received.

- ◆ Must submit a copy of your college transcripts and/or diploma (if required); OR
- ◆ Must submit Military DD Form 214 (if required); AND
- ◆ Must provide three (3) letters of character and/or work-related letters of recommendations.

The interview process will evaluate the candidate's ability to:

- ◆ Be a self-starter, able to work independently; and have an excellent work record;
- ◆ Be on 24-hour call (which includes working any District and any shift within the Metra region which could require traveling long distances with two (2) hours notice); and
- ◆ Deliver excellent customer service with detail to handling cash transactions.

Selected applicants will be assigned to a training course of approximately twelve (12) weeks. Successful completion of the training course is mandatory in order to work as an Assistant Conductor.

Failure to complete the course may result in termination of employment with Metra.

All employees are responsible for performing higher job safety; and in accordance with the safety objectives, goals and program of the organization, ensuring compliance with applicable safety rules and regulations.

Candidates are subject to a physical examination/drug test and background check to verify information regarding education, employment, vehicle and criminal history. This position is subject to random drug and alcohol testing. A background check will be conducted regarding drug and alcohol testing history on candidates who have worked for agencies subject to DOT regulations.

Metra employees with discipline on their record since May 17, 2010 (Step 1 since May 17, 2011) will not be considered and/or selected for this position. Also, Metra employees presently on probation due to reinstatements, or who have discipline assessed after the date of this posting will not be considered and/or selected for this position.

Due to manpower shortages, skill craft mechanical employees are ineligible for consideration at this time.

The Employee Application Request form can be obtained from the Intranet or Metra Human Resources Department by calling 312-322-6919.

Equal Opportunity / Affirmative Action Employer



CANDIDATE ENGINEER POSITIONS

Metra is currently accepting applications for current and future vacancies for its

Candidate Engineer Training Program

Applications will be accepted until Wednesday, March 21, 2012.

Qualified candidates will be selected in the following order of preference:

- 1) Assistant Conductors and/or Conductors must have at least one (1) year in Metra train service.
- 2) Engineers from another railroad with a minimum of one year of full-time main line experience. Applicants must have an excellent work record, decertification free for the last three (3) years and passenger experience is preferred.
- 3) Rules qualified non-train service employees with at least two (2) years of service with Metra, which includes one (1) year currently working in a full-time rules qualified position (e.g., Train Dispatcher, Control Operator, Track Inspector, certified Hostler).
- 4) Conductors/Engineers from another railroad with a minimum of one (1) year of train service. Applicants must have an excellent work record, decertification free for the last three (3) years, and passenger experience is preferred.

All applicants must have a high school diploma or GED equivalent **AND** possess and maintain a valid driver's license.

Selected candidates under #1 above will be assigned to a training course of approximately 40 weeks. Candidates under #2 above are assigned to a 20 week training course. Non-train service Internal applicants (#3 above) will be required to successfully complete a two-week basic knowledge module before continuing in the Candidate Engineer Training Program. The basic knowledge program will consist of classroom training and daily quizzes. At the end of the two-week program, participants will be tested to determine their ability to continue in the program. Those candidates who continue in the program may be required to relinquish their previous craft seniority per their applicable labor agreement. Successful completion of the training course is mandatory in order to work as a Locomotive Engineer.

Applicants who are not selected as a result of the personal interview may be afforded an opportunity for another personal interview after a minimum of six months. March 7, 2012 will be used for this calculation. Applicants who are unsuccessful in a second personal interview will not be reconsidered for a period of three years.

The needs of the service will dictate where candidates will be trained and where they will be assigned upon successful completion of the program. This may include being temporarily returned to train service until needed in locomotive service. While in the program, candidates will be compensated and governed by provisions of BLE Rule 10, as currently in effect.

All employees are responsible for performing his/her job safely, and in accordance with the safety objectives, goals and program of the organization, ensuring compliance with applicable safety rules and regulations.

External candidates will be subject to a physical examination/drug test and background check to verify information regarding education, employment, vehicle and criminal history. Candidates are also subject to random drug and alcohol testing. A background check will be conducted regarding drug and alcohol testing history on candidates who have worked for agencies subject to DOT regulations.

Metra employees with discipline on their record since March 7, 2010 (Step 1 since March 7, 2011) will not be considered and/or selected for this position. Also, Metra employees presently on probation due to reinstatements or who have discipline assessed after the date of this posting will not be considered and/or selected for this position.

The Employee Application Request form can be obtained from the Intranet or Metra Human Resources Department by calling 312-322-8918. External applicants may visit www.metra.com to apply.

Equal Opportunity / Affirmative Action Employer

METRA HUMAN RESOURCES		DATE: <u>20 MAR 12</u>	
EMPLOYEE APPLICATION		BID CLOSING DATE: <u>March 21, 2012</u>	
NAME: [REDACTED]	ID#: [REDACTED]	DIVISION DEPARTMENT: <u>STATION SERVICES</u>	PHONE: [REDACTED]
CURRENT JOB TITLE: <u>CLASS SURV.</u>		GRADE: <u>PI4</u>	DATE OF HIRE: <u>16 MAY 03 (MGMT)</u>
POSITION FOR WHICH YOU ARE APPLYING: JOB TITLE: <u>CANDIDATE ENGINEER</u>			
DIVISION/DEPARTMENT: <u>TRANSPORTATION</u>			
<p>THE REQUIREMENTS FOR THE POSITION REPRESENT THE MINIMUM ACCEPTABLE QUALIFICATIONS. YOU MUST MEET EACH OF THE REQUIREMENTS IN ORDER TO BE CONSIDERED FOR THE POSITION. IT IS DESIRED, BUT NOT REQUIRED, THAT YOU MEET THE PREFERENCES, AS WELL. IT IS YOUR RESPONSIBILITY TO BE CERTAIN THAT ALL INFORMATION TO BE USED IN ESTABLISHING YOUR QUALIFICATIONS IS IN OUR HANDS AND DOCUMENTED. EMPLOYEES APPLYING FOR CERTAIN JOB OPPORTUNITIES WITHIN THE METRA SYSTEM WILL BE SUBJECT TO A VEHICLE AND CRIMINAL BACKGROUND INVESTIGATION.</p>			
POSITION REQUIREMENTS AND PREFERENCES		YOUR RELEVANT QUALIFICATIONS	
<p>1. Qualified candidates will be selected in the following order of preference:</p> <ol style="list-style-type: none"> 1) Assistant Conductors and/or Conductors must have at least one (1) year of Metra train service. 2) Engineers from another railroad with a minimum of one (1) year of full time main line experience. Applicants must have an excellent work record, decertification free for the past three years and passenger experience is preferred. 3) Rules qualified non-train service employees with at least two (2) years of service with Metra, which includes one (1) year <u>currently working</u> in a full-time rules qualified position (e.g., Train Dispatcher, Control Operator, Track Inspector, certified Hostler). 4) Conductors/Engineers from another railroad with a minimum of one (1) year of train service. Applicants must have an excellent work record decertification free for the past three (3) years and passenger experience is preferred. 		[REDACTED]	
<p>2. All applicants must have a high school diploma or GED equivalent <u>AND</u> possess and maintain a valid driver's license. All applicants must attach a copy of their driver's license to the application.</p>		[REDACTED]	

The information contained in this application is correct and true to the best of my knowledge. I understand that misrepresentation or omission of facts is cause for serious discipline, up to and including dismissal from Metra.

[REDACTED Signature]

20 MAR 12
Date

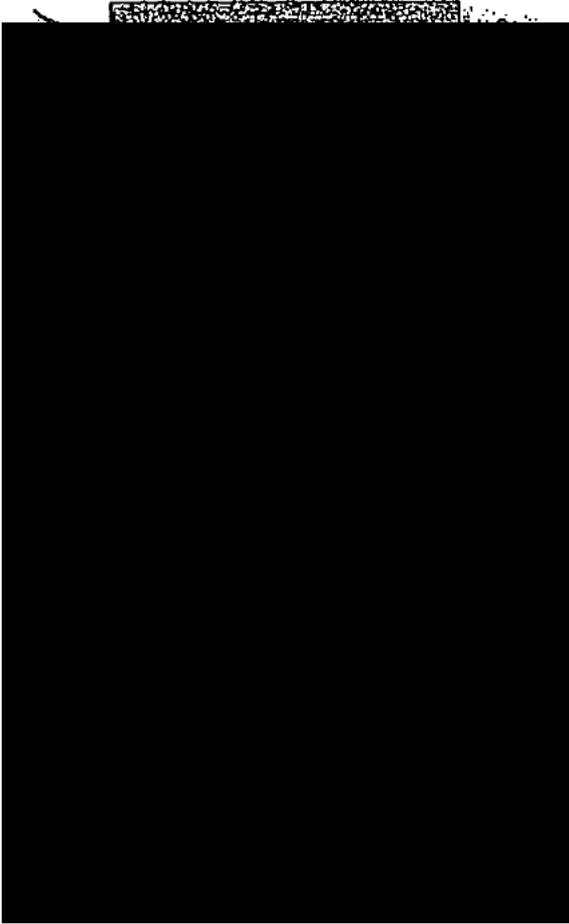
AUG-16-2012 13:42 From:

[Redacted]

To:

[Redacted]

P.5/7



[Redacted]

[Redacted]

REQUALIFICATION RECORD

DATE	PROMOTION OR ADDL. QUALIF.	QUALIFYING OFFICER SIGNATURE & TITLE
9-14-05	SCORE-MEMBA SSI	[Signature]
7-28-08	SCORE-MEMBA SSI	[Signature]
7-24-09	SCORE-MEMBA SSI	[Signature]
8-17-10	SCORE-MEMBA SSI	[Signature]
3-19-12	SCORE-MEMBA SSI	[Signature]

06/05



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-METRA POLICE

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