

RE: Technical Resource Panel for WSTC's Statewide Rail Capacity and System Need's Study

Dear _____:

You are already aware of the Washington State Transportation Commission's Statewide Rail Capacity and Needs Study. To ensure the study is as comprehensive as possible and to guard against significant errors or omissions we are establishing a group of technical experts to provide key input to the Study. We are calling it the Technical Resource Panel (TRP). I invite you to participate as a member of the TRP.

The Commission was instructed by the Legislature to "...assess the rail freight and rail passenger needs in this State...[and] recommend public policies for state participation and ownership in rail infrastructure and service delivery, including but not limited to planning and governance issues..." As a member of the Technical Resource Panel, we are asking you to help us meet this mandate.

We expect the Technical Resource Panel will be comprised of approximately 60 individuals and organizational representatives who possess critical technical, "on-the-ground" knowledge of the State rail system. Panel members are rail shippers and receivers, freight and passenger rail carriers, associations of rail users, organized labor, ports, government agencies, the military, truckers and academics.

We hope to draw on your expertise to ensure that the Study presents an accurate reflection of conditions in the system as you understand them.

If you agree to participate as a member of the Technical Resource Panel we will ask you to participate in the following ways:

- **Review each of the Study deliverables:** two interim reports and a draft final report. Upon release of the interim reports and draft final report, the Consultant Team will provide you with the reports as well as key questions to contemplate when reviewing. We will then ask you to provide your comments to the Study consultant team. You will be provided with a list of key consultant team and Commission contacts.
- **Participate in one-on-one or small group meetings and/or conference calls to discuss the specific aspects of the Study, on an as-needed basis.** The consultant team may want to discuss technical issues and policy questions with you to ensure that the technical material and analysis in the report is based on accurate information and takes into account the varied perspectives of knowledgeable stakeholders. These meetings and phone calls will be arranged at your convenience.
- **Proactively offer comments to the Study Team.** I encourage you to engage in dialogue with the consultant Study team so that your concerns and input can become part of the Study process. Send any of us e-mails or give us a call.

I hope you will accept our invitation to be a part of this Study. To accept this invitation or inquire further about timing, process, or the Study generally, please contact Meghann Glavin at Berk & Associates (206.324.8760, WaRailStudy@berkandassociates.com).

Sincerely,

Dan O'Neal
Chairman
Washington State Transportation Commission