100000

Car Hire Rate Negotiation Self Service (CHRNSS) User Guide



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Learning about Car Hire Rate Negotiation Self Service

Car Hire Rate Negotiation Self Service (also referred to simply as Car Hire Rate Negotiation or abbreviated as CHRNSS) is a web application that enables authorized users to:

- Make original offers
- Make counter offers
- Confirm offers
- Call best & final offers
- Respond to best & final offers
- Cancel offers
- Confirm offer cancelations
- View open, closed, and expired offers on the dashboard
- Upload equipment for offers with CSV Upload
- Run fee-based detail and summary reports on car hire rates

Overview

Car Hire Rate Negotiation is the process used by railroads to negotiate car hire rates for the use of equipment. Historically, car hire, or compensation that is paid to an owner for use of a car, was based on a formula that was prescribed by the ICC (now the Surface Transportation Board). Beginning in 1994, the STB ordered that a market-oriented approach to setting car hire rates be adopted.

Each Monday, the Association of American Railroads (AAR) publishes the weekly broadcast list, which lists cars that have entered or exited the Deprescription system, during the previous seven days. Along with the car mark and number, AAR equipment type code, and default rates, each record contains an indicator identifying which type of activity has occurred. This activity is related to either a car first entering the Umler system, or a car that has been deleted from the Umler system.

System Requirements

For information about the system requirements of Railinc web applications and for information about downloading compatible web browsers and file viewers, refer to the *Railinc UI Dictionary*.

Accessing the Railinc Customer Success Center

The Railinc Customer Success Center provides reliable, timely, and high-level support for Railinc customers. Representatives are available to answer calls and respond to emails from 7:00 a.m. to 7:00 p.m. Eastern time, Monday through Friday, and provide on-call support via pager for all other hours to ensure support 24 hours a day, 7 days a week. Contact us toll-free by phone at 877-RAILINC (1-877-724-5462) or send an email directly to csc@railinc.com.

Getting Started

Access CHRNSS by using Railinc's Single Sign-On (SSO), a web application that provides convenient access to a variety of Railinc products. If you have an SSO login, go to the Railinc portal at <u>https://public.railinc.com/</u> and log into SSO by selecting the **Customer Login** link in the top right corner. Enter your user ID and password in the fields and select **Sign In**.

Registering to Use Railinc SSO

Each CHRNSS user must register to use Railinc's SSO. If you are not already registered for an SSO login, go to the Railinc portal at <u>https://public.railinc.com/</u> and log into SSO by selecting the **Customer Login** link in the top right corner (Exhibit 5). Select the **Create an account now** link. Once you have completed SSO registration, log into SSO to request access to CHRNSS.

Requesting Access to CHRNSS

After you receive authorization to use Railinc's SSO, you must request general access to CHRNSS by following the instructions in the *Railinc Single Sign-On User Guide*.

Your level of access and authorization for CHRNSS is determined when you request access through Railinc's SSO. Below is a list of CHRNSS roles. The user role you choose determines what functions you can perform.

Task	Description
Car Hire Rate Neg. User	This role is for the user to create and view bid and offer transactions submitted by their User ID
Market Reports User	This role is for running fee-based reports on car hire rates
Read-Only User	This role is for querying car hire rate information only and does not include negotiating rates

Exhibit 1. User Roles and Tasks

Upon receipt of your request in SSO as shown below, user roles are assigned by Railinc or your company administrator.

Exhibit 2. CHRNSS Request Permission

Car Hire Rate Negotiation CHRATENEG Resource	
1 Select Roles 2 Confirm	3 Done
Car Hire Rate Neg. User (MARK required) This Car Hire Rate Nego. role is for the User to create and view bid and offer transactions submitted by their User II).
Market Reports User Role (MARK required) Market Report user role for running fee-based reports on car hire rates	
Read Only User Role (MARK required) Read only user role for querying car hire rate information. Cannot negotiate rates	
Comments	
	0/255 Return Next

Once you receive email notification of access, you can log on and begin using CHRNSS.

Note: If you have any trouble accessing CHRNSS, contact us by <u>Accessing the Railine Customer</u> <u>Success Center</u>.

Logging In

Use the following procedure to log into CHRNSS:

- 1. Open your internet browser and enter <u>https://public.railinc.com</u> to open the Railinc website.
- 2. Select the **Customer Login** link in the upper right of the page. The Account Access page is displayed.

Exhibit 3. Railinc Login



3. In the Customer Login panel, enter your User ID and Password. Select Login. The Railinc Launch Pad is displayed.

Exhibit 4. Railinc Launch Pad

ERAILINC Launch Pad		: RAILINC CORPORATION Sign Out
Home		
My Applications	Railinc Notifications	My Profile
AAR Embargo/OPSL Permit System	Welcome to the Pre-Production Environment Nov 12, 2020 V	Edit My Profile
Car Accounting Self Service	Success Center by email csc@railinc.com or by phone at 877-724-5462.	Change Password
Car Hire Negative Payables		View/Request Permissions
Car Hire Rate Negotiation		Requests

4. Under My Applications, select **Car Hire Rate Negotiation**. The CHRNSS Home page is displayed.

Exhibit 5. CHRNSS Home Page

BAILINC Car Hire Rate N Home Bid and Offer	egotiation :RAI	To view offers, select the Open Offers, Closed Offers, or Expiring Offers status box
Open Offers - Offers that have not been concurred	Notifications Open	or one of the notification links
Closed Offers – Offers that have been concurred, auto-concurred, expired, and cancelled in the last 90 days	No activity - 30 days remain No activity - 15 days remain No response to call for BFO - 13 days remain	226 1
Expiring - Agreements Agreements expliring in the next 60 days	Closed No activity after 45 days Effective date has passed	44 200
next 60 days	Expiring Spot rates of duration more than 60 days will expire in 60 days Special rates of duration more than 60 days will expire in 60 days	12

Continue by selecting an offer status box, a notification, or a CHRNSS application menu item.

Exhibit 6. CHRNSS Application Menu Functions

Bid and Offer	Opens the Bid and Offer menu, which allows you to create an offer.
Queries	Opens the query page allowing you to select either a Bid Offer or Car Hire Accounting Rate Master (CHARM) query.
Depre Market <u>Report</u>	Opens Deprescription Market Report and allows you to search market rates based on mileage or hourly rates, for specific cars, car series or AAR car types.

Documentation

Opens the documentation menu with options to download this user guide or a list of FAQs.

Logging Out

Select the Sign Out link in the top right to end a Car Hire Rate Negotiation session.

Viewing and Managing Offers

Direct links on the Home page allows users to view all open, closed or expiring offers (see <u>Exhibit 5</u>). The number that appears as part of the link reflects the number of offers available for your company.

View Open Offers

Use the following procedure to view open offers:

- 1. If not already on the CHRNSS Home page, select the Home option on the menu. The home page is displayed (<u>Exhibit 5</u>).
- 2. Select the **Open Offers** box to view all open offers. The list of Open Offers is displayed. Any offers in a Best and Final status appear with a yellow/gold highlighting.

< < Back Open Offer	s											
												Export to CS
Sending Road	Bid Offer #	\$ Owner Mark 🍣	ser ark	Offer Type	\$ Car Type 🏺	Mech Desg	# of Cars ©	Carrier Ref	Effective Date	Expiration Date	\$ Create Date	Days Remaining
	203970			Market	E544	GBSR	119	-		9999-12-31	2021-04-26	2
	100203831			Market	B435	XM	831	-		9999-12-31	2021-04-16	2
	200203832			Market	E534	GBS	194	-		9999-12-31	2021-04-16	2
	300203823			Market	A606	XP	53	-		9999-12-31	2021-04-15	2
	300203833			Market	B63*	XM	362	-		9999-12-31	2021-04-16	2

Exhibit 7. Open Offers

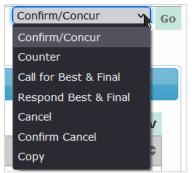
- 3. Results can be filtered by using the available filter input field. Results are reduced based on any matching input characters.
- 4. If you want to export the displayed offers as a CSV file, select the **Export to CSV** button (see <u>Exporting Offers, Equipment Lists, or Transaction History as CSV</u>).
- 5. Select a listed open offer to view its details by clicking on a row. The Offer Details page is displayed.
- 6. Select the **Equipment** tab (<u>Exhibit 8</u>). Use the scroll bar on the right to scroll through the list of equipment.

Exhibit 8	Offer	Details -	Equipment Tab
-----------	-------	-----------	---------------

	ls													
d Offer I	nforma	tion												
				Bid Off	fer #:	2039	70	Off	fer Type:	Market				
			C	wner	Mark:			Us	er Mark:					
			Effe	ctive	Date:			Expirati	on Date:	9999-1	2-31			
			Car	Type (Code:	E544	Me	ech Desi	gnation:	GBSR				
				St	tatus:	Open	1							
itest Trai	nsactio	n Detail:	s											
										EMD A	LADÔ	EAR\$	Trans Date	
/ersion ©	Bid Pu	rpose 🗘	Init Marl	• C	arrier	Ref 🗘	LTH\$	ETH\$	LMR 🇘	EMR 🌻	LAK∞	EAR	Trans Date	
/ersion≎	Bid Pur		Init Marl	• C	arrier	Ref ©	LTH:	ETH≎ 0.60	LMR \$ 0.050	емк © 0.050	-	-	2021-07-11 18	8:59:57
			Init Marl	: © C	Carrier	Ref 🏶						-		8:59:57
			Init Marl	C	Carrier	Ref 🏶						-	2021-07-11 18	
etails	Counter	r		• C	Carrier	Ref 🏶						-	2021-07-11 18	
	Counter			° C	Carrier	Ref 🏶						-	2021-07-11 18	
e tails Equipmer	Counter	nsaction	History	° C			0.60		0.050	0.050		-	2021-07-11 18 Confirm/Concur Export	v to CSV
etails	Counter	r	History	• C		Ref 🏶	0.60			0.050		-	2021-07-11 18 Confirm/Concur	v
e tails Equipmer	Counter	nsaction	History				0.60	0.60	0.050	0.050	-	-	2021-07-11 18 Confirm/Concur Export	v to CSV
e tails Equipmer	Counter	ansaction Car Nu	History mber 5022		Car T		0.60	0.60	0.050 Mech E	0.050	-	- Transformed Rate 1	2021-07-11 18 Confirm/Concur Export	v to CSV
e tails Equipmer	Counter	ansaction Car Nu 000013	History mber 5022 5036		Car T E544		0.60	0.60	0.050 Mech I GBSR	0.050	-	- Rate T	2021-07-11 18 Confirm/Concur Export	v to CSV

- 7. If you want to export the displayed equipment as a CSV file, select the **Export to CSV** button (see <u>Exporting Offers</u>, <u>Equipment Lists</u>, or <u>Transaction History as CSV</u>).
- 8. If you want to create an offer in response to the displayed offer, select the appropriate offer type from the offer drop-down list (Exhibit 9) and select the **Go** button.

Exhibit 9. Offer Type



- a. For a Counter Offer, see <u>Counter Offer</u>.
- b. For Confirm/Concur, see <u>Confirm/Concur Offer</u>.
- c. For Call Best & Final, see <u>Call Best & Final</u>.

- d. For Respond Best & Final, see <u>Respond Best & Final</u>.
- e. For Cancel, see Cancel Offer.
- f. For Confirm Cancel, see <u>Confirm Cancel</u>.
- 9. Select the **Transaction History** tab to view the history of the displayed offer. The Transaction History tab is displayed (<u>Exhibit 10</u>). Use the scroll bar on the right to scroll through the list of transactions.

	S										
d Offer I	formation										
		F	id Offer #:	203970	Of	fer Type:	Market				
		0	wner Mark:		Us	er Mark:					
		Effe	ctive Date:		Expirati	on Date:	9999-1	2-31			
		Car	Type Code:	E544 I	1ech Des	ignation:	GBSR				
			Status:	Open							
test Trar	saction Details										
ersion 🗘	Bid Purpose 🌻	Init Mark	Carrier R	ef 🌣 LTH	¢ ETH≎	LMR 🌣	EMR 🌣	LAR≎	EAR	Trans Date	
	Counter			0.60	0.60	0.050	0.050	-	-	2021-07-11 18:59	:57
										Confirm/Concur	> (
etails											
Equipmen	t Transaction H	listory									
Equipmen	Transaction I	History								Export to	csv
Equipmen Version			k [®] Carrier	Ref≎ LTH	C ETHO	LMR ≎	EMR ≎	LAR©	EAR©	Export to	csv ¢
			k≎ Carrier∣	Ref≎ LTH 0.60		LMR ≎ 0.050	EMR ≎ 0.050	LAR©	EAR©		0
Version	Bid Purpose®		k© Carrier		0.60					Trans Date	0 7
Version 3	 Bid Purpose Counter 		k≎ Carrier	0.60	0.60	0.050	0.050	-	-	Trans Date 2021-07-11 18:59:5	0 7 3
Version 3 2	 Bid Purpose Counter Counter 		k‡ Carrier	0.60	0.60	0.050	0.050 0.090	-	-	Trans Date 2021-07-11 18:59:5 2021-05-28 12:26:2	0 7 3
Version 3 2	 Bid Purpose Counter Counter 		k Carrier I	0.60	0.60	0.050	0.050 0.090	-	-	Trans Date 2021-07-11 18:59:5 2021-05-28 12:26:2 2021-04-26 23:22:0	0 7 3

- 10. If you want to export the displayed transaction history as a CSV file, select the **Export to CSV** button (see <u>Exporting Offers, Equipment Lists, or Transaction History as CSV</u>).
- 11. Select either the X in the upper right corner or the Close button to close the Offer Details page.

View Closed Offers

Use the following procedure to view closed offers:

- 1. If not already on the Home page, select the Home option on the menu. The home page is displayed (<u>Exhibit 5</u>).
- 2. Select the Closed Offers box to view all closed offers. The list of Closed Offers is displayed (<u>Exhibit 11</u>). Any offers in a Best and Final status appear with a yellow/gold highlighting.

Exhibit 11. Closed Offers

< < Back												
Closed O	mers											Export to CSV
Sending Road	Bid Offer #	Owner Mark	User Mark 🏺	Offer 🗘	Car Type 🍣	Mech Desg 🍣	# of Cars	Carrier Ref	Effective Date	Expiration ©	Closed Date	Closed Reason
	193980			Market	C114	LO	1495	-		9999-12-31	2021-07-19	No Activity In Last 45 Days
	203190			Market	A405	XP	72	300202673		9999-12-31	2021-08-14	No Activity In Last 45 Days
_	203250			Market	A405	XP	122	-	2021-07-01	9999-12-31	2021-06-29	Concurred
	203570			Market	R660	RP	965	-		9999-12-31	2021-07-26	No Activity In Last 45 Days
	203600			Market	S615	FC	153	2021032301	2021-06-01	9999-12-31	2021-05-26	Concurred

- 3. Results can be filtered by using the available filter input field. Results are reduced based on any matching input characters.
- 4. If you want to export the displayed offers as a CSV file, select the Export to CSV button (see <u>Exporting Offers, Equipment Lists, or Transaction History as CSV</u>).
- 5. Select a listed closed offer to view its details. The Offer Details for a Closed Offer page is displayed with the Transaction History tab revealed (<u>Exhibit 12</u>).

Offer In	formation										
		Bid	Offer #: 1939	80	Offe	er Type:	Marke	t			
		Owne	er Mark:		Use	er Mark:					
		Effectiv	ve Date:		Expiratio	on Date:	9999-	12-31			
		Car Typ	e Code: C114	H Me	ech Desig	gnation:	LO				
			Status: Clos	ed-No A	ctivity	In Last	45 Days				
est Tran	saction Details										
		Init Mark 🕯	Carrier Ref 3	LTH	ETH\$	LMR\$	EMR\$	LAR [©]	EAR	Trans Date	
ersion 🗘	Bid Purpose 🌻	тит магк •		LIII	LIII						
	Counter	Init Mark •		0.67	0.67	-	-	-	-	2021-06-04 15:43 Сору	
	Counter	-						-	-		
ails	Counter	-						-	-		 ✓ G
ails	Counter	listory		0.67	0.67			- LAR¢	- EAR	Сору	 ✓ G
ails Equipment	Counter	listory		0.67	0.67	-	-			Copy Export to C	✓ G CSV ≎
ails Equipment Version®	Counter Transaction H Bid Purpose	listory		0.67	0.67 ETH: 0.67	- LMR ≎	- EMR \$	LAR	EAR	Copy Export to C Trans Date	✓ G CSV 08
cails Equipment Version 22	Counter Transaction H Bid Purpose Counter	listory		0.67	0.67 ETH: 0.67	- LMR \$	- EMR [©]	LAR¢	EAR¢	Copy Export to 0 Trans Date 2021-06-04 15:43:0	✓ G CSV 08 52

Exhibit 12. Closed Offer Details – Transaction History Tab

- 6. If you want to export the displayed transaction history as a CSV file, select the **Export to CSV** button (see <u>Exporting Offers, Equipment Lists, or Transaction History as CSV</u>).
- 7. If you want to create a copy of the offer, select the Go button (see Bid and Offer).
- 8. Select the **Equipment** tab to view the equipment of the displayed offer. The Offer Details for a Closed Offer (Equipment tab) is displayed (<u>Exhibit 13</u>).

id Offer Iı	nforma	tion												
				Bid C	Offer #:	19398	30	Offe	r Type:	Marke	t			
				Owne	r Mark:	-		Use	r Mark:					
				Effectiv	e Date:		E	xpiratio	n Date:	9999-	12-31			
				Car Type	e Code:	C114	Med	ch Desig	nation:	LO				
					Status:	Closed	d-No Ao	tivity I	n Last 4	15 Days				
ntest Tran	eaction	Dotaile												
itest fran	isactio	Details	•											
										ENDA	1.400	EADA	T	
/ersion 🎗	Bid Pu	rpose 🌣	Init	Mark 🎗	Carrier	Ref 🌻	LTH \$	ETH\$	LMR\$	EMR\$	LAR\$	EAR≎	Trans Date	
/ersion \$	Bid Pur	-	Init	Mark 🏶	Carrier	Ref 🌻	LTH:	ETH≎ 0.67	-	- -	-	-	2021-06-04 1	.5:43:08 Copy v
22 etails	Counter				Carrier	Ref 🌻							2021-06-04 1	
22	Counter	-			Carrier	Ref 🌣							2021-06-04 1	
22 etails	Counter				Carrier	Ref 🏶							2021-06-04 1	
22 etails	Counter		Histor	y		Ref 🏶	0.67	0.67		-		-	2021-06-04 1	Сору 🗸
22 etails Equipmen	Counter	nsaction	Histor	y			0.67	0.67	-	-	-	-	2021-06-04 1	Copy v
22 etails Equipmen	Counter	nsaction Car Nur	Histor nber 1305	y	Car Ty		0.67	0.67	- Mech D	-	-	Rate	2021-06-04 1	Copy v
22 etails Equipmen	Counter	nsaction Car Nur 000048:	Histor mber 1305 1307	y	Car Ty C114		0.67	0.67	- Mech D LO	-	-	- Rate 1 M	2021-06-04 1	Copy v

- 9. If you want to export the displayed equipment as a CSV file, select the **Export to CSV** button (see <u>Exporting Offers, Equipment Lists, or Transaction History as CSV</u>).
- 10. Select either the **X** in the upper right corner or the **Close** button to close the Offer Details page.

View Expiring Agreements

Use the following procedure to view expiring agreements:

- 1. If not already on the Home page, select the Home option on the menu. The home page is displayed (<u>Exhibit 5</u>).
- 2. Select the expiring agreements list to view all expiring agreements. The list of Expiring Agreements is displayed (Exhibit 14). Any offers in a Best and Final status appear with a yellow/gold highlighting.

Exhibit 14. Expiring Agreements

<< Back Expiring Ag	preements													
Filter													Export to C	sv
Sending Road	Bid Offer #	Owner Mark	User Mark	\$	Offer Type	\$ Car Type	Mech Desg	# of Cars ©	Carrier Ref	Effective Date		Expiration Date	\$ New Offer Exists	\$
	191120				Special Market	C114	LO	55	KYLE009	2018-06-01	1	2021-09-30	-	
	191120				Special Market	C114	LO	55	KYLE009	2018-06-01	1	2021-09-30	-	
	191120			Γ	Special Market	C114	LO	55	KYLE009	2018-06-01	:	2021-09-30	-	
	192540				Special Market	C114	LO	341	KYLE009	2018-11-01	1	2021-09-30	-	
	192540				Special Market	C114	LO	341	KYLE009	2018-11-01	:	2021-09-30	-	
	192540				Special Market	C114	LO	341	KYLE009	2018-11-01	1	2021-09-30	-	

- **Note:** Y in the New Offer Exists column indicates any expiring special or spot offer where a new special or spot offer including all active equipment has already been concurred. It is important to note that the new concurred offer does not necessarily have an effective date immediately following the expiration date of the expiring offer (e.g., an offer expiring in September may have a newly concurred offer effective in November, leaving October rates to be determined by Deprescription business rules).
- 3. Results can be filtered by using the available filter input field. Results are reduced based on any matching input characters.
- 4. If you want to export the displayed offers as a CSV file, select the **Export to CSV** button (see <u>Exporting Offers, Equipment Lists, or Transaction History as CSV</u>).
- 5. Select a listed expiring offer to view its details. The Offer Details for an Expiring Agreements page is displayed with the Transaction History tab revealed (Exhibit 15).

d Offer In	formation									
	Tormation									
		Bid Offe	r #: 6002005	566	0	ffer Type:	Spot	Market		
		Owner M	ark:		U	ser Mark				
		Effective D	ate: 2020-10	-01	Expirat	ion Date:	2021	09-30		
		Car Type Co	ode: C*	М	lech De	signation	LO			
		Sta	tus: Closed-C	Concurr	ed					
test Trans	saction Details									
ersion 🗘	Bid Purpose 💲	Init Mark 🎗	Carrier Ref ©	LTH\$	ETH≎	LMR 🍣	EMR 🇘	LAR©	EAR	Trans Date
	Confirm Concur			0.60	0.60	0.058	0.058	-	-	2020-07-24 17:03:2 Copy ~
etails		istory		0.60	0.60	0.058	0.058	-	-	
		istory		0.60	0.60	0.058	0.058	-	-	Сору 🗸
e tails Equipment	Transaction H		0							Copy v
etails Equipment Version®	Transaction H Bid Purpose		Carrier Ref÷	LTH©	ETH©	LMR \$	EMR ‡	LAR	EAR	Copy v Export to CSV Trans Date
e tails Equipment	Transaction H		Carrier Ref							Copy v

Exhibit 15. Expiring Agreement Details – Transaction History Tab

- 6. If you want to export the displayed transaction history as a CSV file, select the **Export to CSV** button (see <u>Exporting Offers, Equipment Lists, or Transaction History as CSV</u>).
- 7. If you want to create a copy of the offer, select the Go button (see <u>Bid and Offer</u>).
- 8. Select the **Equipment** tab to view the equipment of the displayed offer. The Offer Details for an Expiring Agreement (Equipment tab) is displayed (<u>Exhibit 16</u>).

1000												
d Offer I	Informa	tion										
			Bid Offe	r#: 6002005	566	0	ffer Type	Spot l	Market			
			Owner M	ark:		U	lser Mark					
			Effective D	ate: 2020-10	-01	Expirat	tion Date:	2021-	-09-30			
			Car Type Co	ode: C*	М	lech De	signation	LO				
			Sta	tus: Closed-C	Concurr	ed						
tect Tra	neactio	n Details										
/ersion\$	Bid Pu	rpose 🍣	Init Mark‡	Carrier Ref 🏶	LTH\$	ETH\$	LMR 🎗	EMR \$	LAR©	EAR≎	Trans Date	0
L	Confirm	Concur									2020 07 24 47	
	Comm	I COLCUI			0.60	0.60	0.058	0.058	-	-	2020-07-24 17	
	Commit	T CONCUI			0.60	0.60	0.058	0.058	-	-		r:03:20 py Y Go
etails	Commit	reoneur			0.60	0.60	0.058	0.058	-	-		
					0.60	0.60	0.058	0.058	-	-		
etails Equipme		ansaction H	listory		0.60	0.60	0.058	0.058	-	-		
			listory		0.60	0.60	0.058	0.058	-	-		py 💙 Go
	nt Tr	ansaction H		Car Type Coo		0.60	0.058 Mech Do				Co	py 💙 Go
Equipme	nt Tr	ansaction H	ıber 🗘	Car Type Coo C113					0		Co	py ▼ Go to CSV
Equipme	nt Tr	ansaction H Car Num	ber ≎ 100				Mech Do		\$	Rate T	Co	py ▼ Go to CSV
Equipme	nt Tr	ansaction H Car Num 0000006:	ıber ≎ 100 101	C113			Mech De		¢	Rate T S	Co	py ▼ Go to CSV

- 9. If you want to export the displayed equipment as a CSV file, select the **Export to CSV** button (see Exporting Offers, Equipment Lists, or Transaction History as CSV).
- 10. Select either the X in the upper right corner or the Close button to close the Offer Details page.

Exporting Offers, Equipment Lists, or Transaction History as CSV

You can export displayed offers, equipment lists, or transaction history as a CSV file from any one of the offer or offer detail pages.

- 1. Perform the steps to view an open, closed or expiring offer (see <u>View Open Offers</u>, <u>View</u> <u>Closed Offers</u> or <u>View Expiring Agreements</u>).
- 2. With offers, equipment lists or transaction history displayed, select the associated **Export to CSV** button to export that data.
- 3. A message is displayed asking if you want to open or save the file.
- 4. Perform one of the following actions:
 - a. Select **Save** to save the file on your local computer. A dialogue box will ask for the file location.
 - b. Select **Open** to open the file. The file opens in your local spreadsheet application (Exhibit <u>17</u>). Use the options available within the spreadsheet application to sort or save the data.

Exhibit 17. Exported Transaction History Data Example

	A	В	С	D	E	F	G	Н		J	K	L
1	Bid Offer #	Version Number	Bid Purpose	Initiating Mark	Carrier Reference N	LTH	ETH	LMR	EMR	LAR	EAR	Transaction Date
2	200620	11	Counter	AARE		0.25	0.25	0.04	0.04	-	-	6/24/2021 20:20
3	200620	10	Counter	RAIL		0.55	0.55	0.05	0.05	-	-	6/20/2021 14:40

Viewing and Managing Offer Notifications

Direct links on the Home page allows users to view all open, closed or expiring offer notifications (see <u>Exhibit 5</u>). The numbers that appear as part of each sub-category reflect the number of offer notifications available for your company.

View Open Offer Notifications

Use the following procedure to view open offer notifications:

- 1. If not already on the Home page, select the Home option on the menu. The home page is displayed (<u>Exhibit 5</u>).
- Select one of the listed sub-categories under the Open heading (Open Offer; No Activity 30 Days Remain; Open Offer; No Activity - 15 Days Remain (<u>Exhibit 18</u>); No response to call for BFO; 13 days left to respond).

Exhibit 18. Open Offers: No Activity

< <back Open Offer; No A</back 	Activity - 1	5 Days Remain					
Bid Offer#	\$	Owner Mark	0	User Mark	٥	Date Sent	0
800163538		RAIL		AARE		2013-05-17	
700163547		RAIL		AARE		2013-05-29	
900163549		RAIL		NS		2013-05-29	
< < Back				1		1	

3. Select a listed row to view the open offer associated with the notification (see <u>View Open</u> <u>Offers</u>).

View Closed Offer Notifications

Use the following procedure to view closed offer notifications:

- 1. If not already on the Home page, select the Home option on the menu. The home page is displayed (<u>Exhibit 5</u>).
- 2. Select one of the listed sub-categories under the Closed heading ("Closed: No activity after 45 days" or "Closed: Effective date has passed"). See <u>Exhibit 19</u>.

Exhibit 19. Closed Offers; Effective Date Has Passed

Filter															
Sending Road	\$ Bid Offer #	\$ Owner Mark	User Mark	Offer Type	42	Car Type	\$ Mech Desg	٩	# of Cars	\$ Carrier Ref	\$ Effective Date	Expiration Date	Clo Dat	te O	osed ason

3. Select a listed row to view the closed offer associated with the notification (see <u>View Closed</u> <u>Offers</u>).

View Expiring Offer Notifications

Use the following procedure to view expiring offer notifications:

- 1. If not already on the Home page, select the Home option on the menu. The home page is displayed (<u>Exhibit 5</u>).
- 2. Select one of the listed sub-categories under the Expiring heading (Spot rates of duration more than 60 days will expire in 60 days; Special rates of duration more than 60 days will expire in 60 days).
- 3. Select a listed row to view the expiring offer associated with the notification (see <u>View</u> <u>Expiring Agreements</u>).

Bid and Offer

CHRNSS enables users to create offers.

Create Offers—Message Input

The create bid and offers process is accomplished by completing input fields on multiple tabbed pages. There are input fields for Message Input, Transaction Details, Car Details, and Review Offer.

1. Select **Bid and Offer > Create Offer**. The Create Bid and Offer—Message Input page is displayed (<u>Exhibit 20</u>).

Exhibit 20. Create Bid and Offer—Message Input

Message Input	Message Input			
Transaction Details	Additional information to inform the Additional Additational Additional Additional Additional Additional Addit	he user of the task at han	d.	
Car Details	Bid Purpose:	Original Offer		
Review Offer	Bid Type:	Market	~	

- 2. Complete the available input fields:
 - a. Bid Purpose: This field is automatically populated for you and is always Original Offer.
 - b. Bid Type: Most messages include a Bid Type. Use the dropdown to select the appropriate type. These are described in detail in the <u>Car Hire Deprescription Rail-Cards[®]</u> <u>Business Rules</u>. Valid values are shown in <u>Exhibit 21</u>.

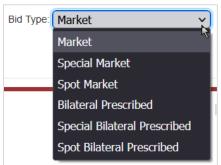


Exhibit 21. Bid Type Drop-Down

3. Select either the **Next** button or the **Transaction Details** tab to proceed to the transaction portion of the Original Offer. The available input fields vary based on the selected Bid Purpose. See <u>Transaction Details</u>.

Transaction Details

The available input fields vary based on the selected Bid Purpose. Proceed based on the following possible selections:

Original Offer	Respond Best & Final
Counter Offer	Cancel Offer
Confirm/Concur Offer	Confirm Cancel

Original Offer

Complete the steps for <u>Create Offers</u>—<u>Message Input</u> first. The Transaction Details (for Original Offer) page is displayed (<u>Exhibit 22</u>). **Original Offer** is automatically selected for you.

Exhibit 22. Transaction Details (for Original Offer)

Create Bid a	nd Offer			
Message Input	Transaction Details			
Transaction	Bid Purpose:	Original Offer		
Details	Bid Type:	Market		
Car Details	* From SCAC:		CHARM Rates	
Review Offer	* To SCAC:			
	LTH Rate:			
	ETH Rate			
	LMR Rate:			
	EMR Rate:			
	LAR Rate:			
	EAR Rate:			
	Effective Date:			
	Expiration Date:			
	Carrier Reference Number:			
	Back			Next

1. Required fields are marked with a red asterisk (*). Fields for Original Offer include:

*From SCAC:	Road mark of road that is submitting the offer.
*To SCAC:	Road marks of the roads to which the offer is being sent to. Original offer may be sent to multiple roads (separated by a comma).
*Rates:	Amount being offered (at least one rate must be filled in): LTH = Loaded Hourly rate ETH = Empty Hourly rate LMR = Loaded Mileage rate EMR = Empty Mileage rate, LAR = Loaded Appurtenance rate EAR = Empty Appurtenance rate
	Notes: If cars do not have appurtenance rates, leave AR fields blank. If a submitter wants zero (.0) rates, submit .0 in the proposed rate field. If submitter leaves rate fields blank, system submits the current default rates.
Effective Date:	(Optional) Except for Spot Offers. If submitted, user must select first day of month. The calendar icon (()) can be used to select the date. It only allows users to select the first day of the month.
Expiration Date:	(Optional) Except for Spot Offers. If submitted user must select last day of month. The calendar icon (()) can be used to select the date. It only allows users to select the last day of the month.
Carrier Reference Number:	Optional field assigned by the submitter.

Exhibit 23. Transaction Details Fields (for Original Offer)

Notes:

- As a point of reference, this page contains a **CHARM Rates** button to display the current and the default Car Hire Accounting Rate Master (CHARM) rates (<u>Exhibit 24</u>). However, this option is not available until equipment has been entered on the Car Details tab. Additionally the Mark of the owner of the equipment and the system user must match for rates to display. Select **Done** to close.
- When responding to an offer, you can download CHARM rates to a CSV file.
- The expiration date for a bid offer may not be the end of the current month.

HARM Rates															
\$				Curre	Current ©				Default				;		
Car Mark [©]	Car# 🗧	Bid/ Offer # [€]	Car Type ≎ Code	LTHO	ETH≎	LMR≎	EMR≎	LAR©	EAR≎	LTH≎	ЕТН≎	LMR≎	EMR≎	LAR≎	EAR
RAIL	0000000201	163580	A432	.3	.3	.03	.03	0	0	.3	.17	.06	.06	0	0

Exhibit 24. Current and Default CHARM Rates

2. Select Next or the Car Details tab to continue (see <u>Car Details</u>).

Car Details

When creating an Original Offer, there is an additional step to provide car details. The Create Bid and Offer—Car Details page is displayed when the Car Details tab is selected (<u>Exhibit 25</u>).

Exhibit 25. Create Bid and Offer—Car Details

Create Bid a	nd Offer
Message Input	Car Details
Transaction Details	To add a car, or a range of cars, upload a CSV file. Or enter the appropriate information in the form and select the add option.
Car Details	CSV Upload Upload a CSV: Browse No file selected.
Review Offer	Upload
	Download CSV Template
	OR
	- Manual Input
	Enter information for a single car (Low Number), or enter information for a range of cars.
	Car Mark:
	Low Number:
	High Number:
	Car Type:
	Mechanical Designation:
	Add
	Car Details
	Your list is empty
	Back Next

1. Either use the CSV Upload option to **Browse** for a CSV file and **Upload** a list of cars or use the manual input option to enter a car or range of cars (fields are defined in Exhibit 27).

CSV Upload

The format for the CSV Upload file is shown below (viewed in Excel).

	А	В	С	D	E
1	mark	lowNumber	highNumber	carTypeCode	mechanicalDesignation
2	CNW	9999999			GBSR
3	CNW	39656			GBSR
4	AOK	41590			GBSR
5	CNW	1191			GBSR

When you select **Upload**, the system automatically removes any invalid cars from the offer and generates a list of cars in error (see <u>Exhibit 26</u>). You can save this list of cars in error as a CSV file by selecting the **Click here** link in the cars in error message at the top of the page.

Exhibit 26.	Car Details	With Cars i	in Error F	rom CSV	Upload
					opiouu

Create Bid ar	nd Offe	r					
2 car(s) found in er	ror were re	moved from t	his offer. Click <u>he</u>	ere to download th	e removed cars.		
1. Invalid Equipme 2. Invalid Equipme							
Message Input	Car Det	ails					
Transaction Details	To add a c the add op		of cars, upload a	CSV file. Or enter t	the appropriate inform	mation in the form ar	nd select
Car Details							
Review Offer	Upl		d a CSV: Choo	se File Test CH	RNSpload.csv		
	Upi	oad				Download CSV Te	emplate
	OR						
	Manual	Input					
	Enter inf	formation for a	a single car (Low I	Number), or enter	information for a ran	ge of cars.	
		C	Car Mark:				
		Low	Number:				
		High	Number:				
		C	Car Type:				
	Me	chanical Des	ignation:				
	Add	ł					
	Car List						
	Your list co	ontains 2 item	(S).				
					Select /	All Unselect All	Delete
	Delete©	Car Mark≎	Low Number \$	High Number 🏶	Car Type Code 🗘	Mechanical Design	nation 🗘
		CNW	0000039656			GBSR	
		AOK	0000041590			GBSR	
	Back						Next

Manual Input

For a manual input, type the details for the cars to which the proposed rates would apply. Enter information for a single car in the Low Number field or enter information for a range of cars using both the Low Number and High Number fields.

Exhibit 27.	Manual	Input Ca	r Details	Fields

*Car Mark	Equipment unit initial code.
Low Number	Used to identify a single car, or if a series of cars is used, it is the lowest car number in the series.
High Number	In a series of cars of the same mark, it is the highest car number in the series.
Car Type Note: If Mechanical Designation is supplied, Equipment Type is not required.	 to 4 characters of this code is valid entry (e.g., A431). Partial car type code A4 (example) would look for equipment under the A4* CTC. If all cars are the same Car Type, enter Car Type once, and system uses the same type for all cars processed. To submit an original offer by Car type (with no car numbers required), enter the Car Initial and Equipment Type. If there are more than 10,000 cars for that initial, the offer is rejected.
*Mechanical Designation Note: If Equipment Type is supplied, Mechanical Designation is not required	 Indicates general category of a car's design (e.g., XL). If all cars are the same Mechanical Designation, enter Mechanical Designation once, and system uses the same MD for all cars processed. To submit an original offer by Mechanical Designation (with no car numbers required), enter the Car Initial and Mechanical Designation. If there are more than 10,000 cars for that initial, the offer is rejected.

Select Add. The entered cars are added to the Car List at the bottom of the page (Exhibit 28).

Note: Only valid cars appear in the list. If invalid cars are entered, they are not added to the offer.

Car List Your list contains 11 item(s).									
Your list co	ntains 11 item	1(S).							
					Select All	Unselect All	Delete		
Delete\$	Car Mark\$	Low Number ©	High Number 🏶	Са	r Type Code 🇘	Mechanical Desig	gnation 🇘		
	AARE	000002000		A4	03				
	AARE	000002001		A4	03				
	AARE	000002002		A4	03				
	AARE	000002003		A4	03				
	AARE	000002004		A4	03				
	AARE	000002005		A4	03				
	AARE	000002006		A4	03				
	AARE	000002007		A4	03				
	AARE	000002008		A4	03				
	AARE	000002009		A4	03				
	AARE	000002010		A4	03				
Back							Next		

Exhibit 28. Create Bid and Offer—Car Details Car List

- 2. If necessary, use the check boxes and the **Delete** button to remove any unwanted cars from the list. Use the **Select All** button and the **Delete** button to delete all cars from the list. In either case, a confirmation dialog box is displayed with the selected equipment. Select **Yes** to confirm the deletion. The **Unselect All** button can be used to unselect any selected boxes.
- 3. When all cars have been added, select **Next** or the Review Offer tab to continue (see <u>Review</u> <u>Offer</u>).

Review Offer

The final step in the create bid & offer process is to review the offer details and then submit it. The Create Bid and Offer—Review Offer page is displayed when the Review Offer tab is selected (<u>Exhibit 29</u>).



Create Bid ar	nd Offer					
Message Input	Review Offe	r				
Transaction Details		ie user can go in thi is all of the informa		mitted to the system.		
Car Details	Message Inp	Message Input				
Review Offer		Bid Purpose: Original Offer Bid Type: Market Offer				
•	Transaction D	etails				
	From Scac: R/ To Scac: AAR LTH Rate: 2.0 Effective Date: Expiration Dat Carrier Refere Your list conta	e: nce Number:				
	Car Mark 🇘	Low Number 🏼 🍣	High Number 🏼 🍣	Car Type Code 🛭 🏶	Mechanical Designation	•
	AARE	000002000		A403		
	AARE	000002001		A403		
	Back				Subi	mit

1. When you are ready to submit the offer, select **Submit**. If all validations pass, a "Message sent successfully" indicator is displayed (<u>Exhibit 30</u>).

Exhibit 30. Bid & Offer Result—Success Message

Bid & Offer Result	
Message sent successfully.	
Click the Copy button to create another o of this transaction's inputs, or click Done	0
	Copy Done

- 2. If the submit was successful, perform one of the following actions:
 - Select Copy in order to create another bid & offer based on the one just submitted. The a. transaction details page is displayed (see Transaction Details).
 - Note: When creating a copy, only the information on the Transaction Details tab can be changed, not the included equipment.
 - b. Select Done to close the current bid & offer. The Create Bid and Offer page is displayed allowing you to input another bid & offer (see Create Offers).
- 3. If the submit was not successful, you may have the option to download the car(s) found in error to a CSV file (see Exhibit 31).

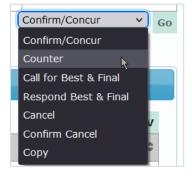
Exhibit 31. Create Bid and Offer Showing Option to Download Cars in Error

11 car(s) found in	error were removed from this offer. Click <u>here</u> to download the removed cars.
2. CIC INVALID S 3. CIC INVALID S 4. CIC INVALID S 5. CIC INVALID S 6. CIC INVALID S 7. CIC INVALID S 8. CIC INVALID S 9. CIC INVALID S 10. CIC INVALID S	ELECTION CRITERIA NO CARS FOUND FCRD000000140 ELECTION CRITERIA NO CARS FOUND FCRD000000132 ELECTION CRITERIA NO CARS FOUND FCRD000000104 ELECTION CRITERIA NO CARS FOUND FCRD000000102 ELECTION CRITERIA NO CARS FOUND FCRD0000000145 ELECTION CRITERIA NO CARS FOUND FCRD000000149 ELECTION CRITERIA NO CARS FOUND FCRD000000143 ELECTION CRITERIA NO CARS FOUND FCRD000000143 ELECTION CRITERIA NO CARS FOUND FCRD000000143 ELECTION CRITERIA NO CARS FOUND FCRD000000142 ELECTION CRITERIA NO CARS FOUND FCRD000000143 ELECTION CRITERIA NO CARS FOUND FCRD000000143 ELECTION CRITERIA NO CARS FOUND FCRD000000147 SELECTION CRITERIA NO CARS FOUND FCRD000000148
Message Input	Review Offer
Message Input	Review Offer Instructions for the user can go in this area
ransaction Details	Instructions for the user can go in this area
Message Input Transaction Details Car Details Review Offer	Instructions for the user can go in this area This area contains all of the information that will be submitted to the system.

Counter Offer

- 1. You can counter open offers from Open Offers or Bid Offer Query:
 - From the Home page, select the **Open Offers** box (Exhibit 7). From the list, click inside the row of the offer you want to open to view the offer details.
 - Perform a Bid Offer Query (see <u>Performing a Bid and Offer</u> Query) and click inside the row of the offer you want to open to view the offer details.
- 2. Select Counter from the Bid Purpose drop-down list and select Go.

Exhibit 32. Select Bid Purpose



3. The Transaction Details for Counter Offers page is displayed (<u>Exhibit 33</u>) with the appropriate **From** and **To SCAC** and **Bid Offer Number**.

Exhibit 33. Counter Offer Transaction Details

Counter			
Transaction Details			
* From SCAC:	СНАТ	CHARM Rates	
* To SCAC:	FXE	Transaction History	
* Bid Offer Number:	205030		
LTH Rate:			
ETH Rate			
LMR Rate:			
EMR Rate:			
LAR Rate:			
EAR Rate:			
Carrier Reference Number:			
			Submit

4. Complete mandatory fields. Fields for Counter Offer include:

*From SCAC:	Road mark of road that is submitting the counter offer.
*To SCAC:	Road marks of the roads to which the offer is being sent. Counter offers cannot be made to multiple roads.
*Bid Offer Number:	Identification number (Railinc ID Number) assigned by Rail-Cards to a new offer between two parties. The bid & offer number is a 9-digit number, first and last digit is always the same. If the bid & offer number ends in a 0, fill in with preceding 0's.
*Rates:	Amount being offered (at least one rate must be filled in): LTH = Loaded Hourly rate ETH = Empty Hourly rate LMR = Loaded Mileage rate EMR = Empty Mileage rate LAR = Loaded Appurtenance rate EAR = Empty Appurtenance rate Notes: If cars do not have appurtenance rates, leave AR fields blank. If a submitter wants zero (.0) rates, submit .0 in the proposed rate field. If submitter leaves rate fields blank, system submits the current default rates.
Carrier Reference Number:	Optional field assigned by the submitter.

Exhibit 34. Counter Offer Transaction Details Fields

- **Note:** As a point of reference, this page contains a **CHARM Rates** button to display the current and the default rates (<u>Exhibit 24</u>). Additionally, the Mark of the owner of the equipment and the system user must match for rates to display. Select **Done** to close.
- **Note:** When a user selects **Counter** in response to an existing offer, the Transaction Details (for Counter Offer) page additionally contains a **Transaction History** button. When this button is selected a Transaction History of the offer is displayed (<u>Exhibit 35</u>). Select **Done** to close.

Exhibit 35. Transaction History

C Init Mark®	Carrier Ref	LTHC	ETHC	LMRC	EMRC	LARC	EAR	Trans Date
RAIL		4	4	04	04			2013-05-10
	RAIL	RAII	RAIL 4		RAIL 4 4 04	RAII 4 4 04 04	RAII 4 4 04 04	RAIL .4 .4 .04 .04

5. Select **Submit** to continue.

Confirm/Concur Offer

- 1. You can confirm/concur open offers from Open Offers or Bid Offer Query:
 - From the Home page, select the **Open Offers** box (<u>Exhibit 7</u>). From the list, click inside the row of the offer you want to open to view the offer details.
 - Perform a Bid Offer Query (see <u>Performing a Bid and Offer</u> Query) and click inside the row of the offer you want to open to view the offer details.
- 2. Select **Confirm Offer** from the Bid Purpose drop-down list and select **Go**.
- 3. The Transaction Details for Confirm/Concur Offer page is displayed.

Exhibit 36. Confirm/Concur Offer Transaction Details

Confirm Concur			
Transaction Details			
* From SCAC:		CHARM Rates	
* To SCAC:		Transaction History	
* Bid Offer Number:	203970		
* Version:	3		
Carrier Reference Number:			
			Submit

4. Complete mandatory fields. Fields for Confirm Offer include:

*From SCAC:	Road mark of road that is submitting the offer.
*To SCAC:	Road marks of the roads to which the offer is being sent. Confirm offers cannot be made to multiple roads.
*Bid Offer Number:	Identification number (Railinc ID Number) assigned by Rail-Cards to a new offer between two parties. The bid & offer number is a 9-digit number, first and last digit is always the same. If the bid & offer number ends in a 0, fill in with preceding 0's.
*Version	Sequence of bid & offer transactions. Submitter may only concur to the latest version number.
Carrier Reference:	Optional field assigned by the submitter.

Exhibit 37. Confirm/Concur Transaction Details Fields

Note: As a point of reference, this page contains a **CHARM Rates** button to display the current and the default rates (<u>Exhibit 24</u>). Additionally, the Mark of the owner of the equipment and the system user must match for rates to display. Select **Done** to close.

- **Note:** When a user selects **Confirm/Concur** in response to an existing offer, the Transaction Details (for Confirm/Concur) page additionally contains a **Transaction History** button. When this button is selected, a Transaction History of the offer is displayed (similar to Exhibit 35). Select **Done** to close.
- 5. Select **Submit** to continue.

Call Best & Final

- 1. You can call Best & Final from Open Offers or Bid Offer Query:
 - From the Home page, select the **Open Offers** box (<u>Exhibit 7</u>). From the list, click inside the row of the offer you want to open to view the offer details.
 - Perform a Bid Offer Query (see <u>Performing a Bid and Offer</u> Query) and click inside the row of the offer you want to open to view the offer details.
- 2. Select Call Best & Final from the Bid Purpose drop-down list and select Go.
- 3. The Transaction Details for Call Best & Final page is displayed.

Exhibit 38. Call Best & Final Transaction Details

Call Best & Final			
Transaction Details			
* From SCAC:		CHARM Rates	
* To SCAC:		Transaction Histor	у
* Bid Offer Number:	203970		
Carrier Reference Number:			
			Submit

4. Complete the mandatory fields. Fields for Call Best & Final include:

Exhibit 39. Call Best & Final Transaction Details Fields

*From SCAC:	Road mark of road that is submitting the Call Best & Final offer.
*To SCAC:	Road marks of the roads to which the offer is being sent. Call Best & Final offers cannot be made to multiple roads.
*Bid Offer Number:	Identification number (Railinc ID Number) assigned by Rail-Cards to a new offer between two parties. The bid & offer number is a 9-digit number, first and last digit is always the same. If the bid & offer number ends in a 0, fill in with preceding 0's.
Carrier Reference:	Optional field assigned by the submitter.

- **Note:** As a point of reference, this page contains a **CHARM Rates** button to display the current and the default rates (<u>Exhibit 24</u>). Additionally, the Mark of the owner of the equipment and the system user must match for rates to display. Select **Done** to close.
- Note: When a user selects Call Best & Final in response to an existing offer, the Transaction Details (for Call Best & Final) page additionally contains a Transaction History button. When this button is selected, a Transaction History of the offer is displayed (similar to Exhibit 35). Select Done to close.
- 5. Select Next or the Review Offer tab to continue (see <u>Review Offer</u>).

Respond Best & Final

- 1. You can respond Best & Final from Open Offers or Bid Offer Query:
 - From the Home page, select the **Open Offers** box (<u>Exhibit 7</u>). From the list, click inside the row of the offer you want to open to view the offer details.
 - Perform a Bid Offer Query (see <u>Performing a Bid and Offer</u> Query) and click inside the row of the offer you want to open to view the offer details.
- 2. Select Respond Best & Final from the Bid Purpose drop-down list and select Go.
- 3. The Transaction Details for Respond Best & Final page is displayed.

Exhibit 40. Respond Best & Final Transaction Details

Respond Best & Fi	nal		
Transaction Details			
* From SCAC:		CHARM Rates	
* To SCAC:		Transaction History	
* Bid Offer Number:	203970		
LTH Rate:			
ETH Rate			
LMR Rate:			
EMR Rate:			
LAR Rate:			
EAR Rate:			
Carrier Reference Number:			
			Submit

4. Complete the mandatory fields. Fields for Respond Best & Final include:

*From SCAC:	Road mark of road that is submitting the offer
*To SCAC:	Road marks of the roads to which the offer is being sent. Respond Best & Final offers cannot be made to multiple roads.
*Bid Offer Number:	Identification number (Railinc ID Number) assigned by Rail-Cards to a new offer between two parties. The bid & offer number is a 9-digit number, first and last digit is always the same. If the bid & offer number ends in a 0, fill in with preceding 0's.
*Rates:	Amount being offered (at least one rate must be filled in): LTH = Loaded Hourly rate ETH = Empty Hourly rate LMR = Loaded Mileage rate EMR = Empty Mileage rate, LAR = Loaded Appurtenance rate EAR = Empty Appurtenance rate Notes: If cars do not have appurtenance rates, leave AR fields blank. If a submitter wants zero (.0) rates, submit .0 in the proposed rate field. If submitter leaves rate fields blank, system submits the current default rates.
Carrier Reference:	Optional field assigned by the submitter.

Exhibit 41. Respond Best & Final Transaction Details Fields

- **Note:** As a point of reference, this page contains a **CHARM Rates** button to display the current and the default rates (<u>Exhibit 24</u>). Additionally, the Mark of the owner of the equipment and the system user must match for rates to display. Select **Done** to close.
- **Note:** When a user selects **Respond Best & Final** in response to an existing offer, the Transaction Details (for Respond Best & Final) page additionally contains a **Transaction History** button. When this button is selected a Transaction History of the offer is displayed (similar to Exhibit 35). Select **Done** to close.
- 5. Select **Submit** to continue.

Cancel Offer

Only the party making the initial offer may cancel an offer.

- 1. You can cancel offers from Open Offers or Bid Offer Query:
 - From the Home page, select the **Open Offers** box (<u>Exhibit 7</u>). From the list, click inside the row of the offer you want to open to view the offer details.
 - Perform a Bid Offer Query (see <u>Performing a Bid and Offer</u> Query) and click inside the row of the offer you want to open to view the offer details.
- 2. Select Cancel from the Bid Purpose drop-down list and select Go.
- 3. The Transaction Details for Cancel page is displayed.

Exhibit 42.	Cancel	Offer	Transaction	Details
-------------	--------	-------	-------------	---------

(Cancel			
	Transaction Details			
	* From SCAC:		CHARM Rates	
	* To SCAC:		Transaction History	
	* Bid Offer Number:	203970		
	Carrier Reference Number:			
				Submit

4. Complete the mandatory fields. Fields for Cancel Offer include:

*From SCAC:	Road mark of road that is submitting the offer
*To SCAC:	Road marks of the roads to which the offer is being sent. Cancel offers cannot be made to multiple roads.
*Bid Offer Number:	Identification number (Railinc ID Number) assigned by Rail-Cards to a new offer between two parties. The bid & offer number is a 9-digit number, first and last digit is always the same. If the bid & offer number ends in a 0, fill in with preceding 0's.
Carrier Reference:	Optional field assigned by the submitter.

Exhibit 43. Cancel Offer Transaction Details Fields

- **Note:** As a point of reference, this page contains a **CHARM Rates** button to display the current and the default rates (<u>Exhibit 24</u>). Additionally, the Mark of the owner of the equipment and the system user must match for rates to display. Select **Done** to close.
- **Note:** When a user selects **Cancel** in response to an existing offer, the Transaction Details (for Cancel Offer) page additionally contains a **Transaction History** button. When this button is selected a Transaction History of the offer is displayed (similar to <u>Exhibit 35</u>). Select **Done** to close.
- 5. Select **Submit** to continue.

Confirm Cancel

Confirm Cancel is only used when there has been a counter offer. If there has been a counter offer, the user road (road that submitted the counter) must agree to the Cancel.

1. You can confirm cancel offers from Open Offers or Bid Offer Query:

- From the Home page, select the **Open Offers** box (<u>Exhibit 7</u>). From the list, click inside the row of the offer you want to open to view the offer details.
- Perform a Bid Offer Query (see <u>Performing a Bid and Offer</u> Query) and click inside the row of the offer you want to open to view the offer details.
- 2. Select Confirm Cancel from the Bid Purpose drop-down list and select Go.
- 3. The Transaction Details for Confirm Cancel page is displayed.

Exhibit 44. Confirm Cancel Transaction Details

Confirm Cancel			
Transaction Details			
* From SCAC:		CHARM Rates	
* To SCAC:		Transaction History	
* Bid Offer Number:	203970		
Carrier Reference Number:			
			Submit

4. Complete mandatory fields. Fields for Confirm Cancel include:

Exhibit 45.	Confirm C	Cancel Trans	action Details	s Fields
-------------	-----------	--------------	----------------	----------

*From SCAC:	Road mark of road that is submitting the offer
*To SCAC:	Road marks of the roads to which the offer is being sent. Confirm Cancel offers cannot be made to multiple roads.
*Bid Offer Number:	Identification number (Railinc ID Number) assigned by Rail-Cards to a new offer between two parties. The bid & offer number is a 9-digit number, first and last digit is always the same. If the bid & offer number ends in a 0, fill in with preceding 0's.
Carrier Reference:	Optional field assigned by the submitter.

- **Note:** As a point of reference, this page contains a **CHARM Rates** button to display the current and the default rates (<u>Exhibit 24</u>). Additionally, the Mark of the owner of the equipment and the system user must match for rates to display. Select **Done** to close.
- **Note:** When a user selects **Confirm Cancel** in response to an existing offer, the Transaction Details (for Confirm Cancel) page additionally contains a **Transaction History** button. When this button is selected, a Transaction History of the offer is displayed (similar to Exhibit 35). Select **Done** to close.
- 5. Select **Submit** to continue.

Queries

The Queries menu item enables you to perform the following queries:

- Bid and Offer
- Car Hire Accounting Rate Master (CHARM)
- Default Rate by Equipment or Car Type Code

Performing a Bid and Offer Query

Use the following procedure to perform a Bid Offer query:

1. Select **Queries > Bid and Offer**. The Bid and Offer Query page is displayed.

Exhibit 46. Bid and Offer Query

Bid and Offer Query			
Mark Ownership:		🔿 System 🔿 Foreign 🔘	Both
Car Initial:		Car Number(s):	
Mechanical Designation:		Car Type Code:	
Owner:		User:	
Effective Date:		Expiration Date:	
Offer Type:	Select a bid type v	Bid/Offer Number:	
Status:	Select a status	Carrier Reference Number:	
			Search Clear

2. Complete the available input fields. Provide at least two search parameters unless you are entering a **Bid/Offer Number**.

3. Important:

- Select System to search Bid Offers for equipment you own.
- Select Foreign to search Bid Offers for equipment you do not own.
- Select **Both** if you want to search Bid Offers for equipment whether you own it or not.
- 4. Select Search to initiate the query. Query results are displayed (Exhibit 47).

Bid and	d Offer G	luery															
			Mar	k Ownerst	ip:	System O Foreign @ Both											
				Car Init	al:	Car Number(s):											
			Mechanical	Designati	on:				Car	Type Code:							
				Own	er:					User:							
			E	ffective Da	te:				Expi	ration Date:							
				Offer Ty	De: Marke	t		×	Bid/Of	fer Number:							
				Stat	us: Open			✓ C	arrier Referer	ce Number:							
															[Search	Clear
Query Re	aulta																
		5 matches display	ed														
																Export t	o CSV
Status 🗘	Sending Road	Bid Offer #	Owner Mark 🗘	User Mark	Offer Type	Car Type 鏱	Mech Desg 🗘	# of Cars ≎	Carrier 🚭	Effective J	Expiration 😜	LTH ©	LMR \$	LAR ©	ЕТН ≎	EMR \$	EAR \$
Open		203970			Market	E544	GBSR	119	-		9999-12-31	0.60	0.050	-	0.60	0.050	-
Open		100203831			Market	B435	ХМ	831	-		9999-12-31	0.25	0.040	-	0.25	0.040	-
Open		200203832			Market	E534	GBS	194	-		9999-12-31	0.29	0.042	-	0.29	0.042	-

Exhibit 47. Bid Offer Query Results

- 5. Select a column header to sort the column alphabetically in ascending order. Select the same column again to have the results sorted in descending order. Select it again to deselect.
- 6. Select **Export to CSV** to export the search results to a CSV file. The search results are opened in your local spreadsheet application where that can be saved or analyzed.

Exhibit 48. CSV Export of Bid Offer Query

	A	В	С	D			G	н			К	L
1	Status	Sending Ro	Owner	User	Offer Type	Car Type	Mech Des	Bid Offer #	# of Cars	Carrier Re	Effective D	Expiration
2	Open				Market	E544	GBSR	203970	119		0001-01-0	12/31/99
3	Open				Market	B435	XM	1E+08	831		0001-01-0	12/31/999
4	Open				Market	E534	GBS	2E+08	194		0001-01-0	12/31/999.
5	Open				Market	A606	ХР	3E+08	53		0001-01-0	12/31/99
6	Open				Market	B63*	XM	3E+08	362		0001-01-0	12/31/999

7. Select a row from the search results to display the record details, the Offer Details popup window is displayed (see <u>Exhibit 49</u>).

Exhibit 49. Offer Details Popup

fer Details														
l Offer Inf	formation													
			Bid O	Offer #:	2039	70	Off	er Type:	Market					
			Owner	r Mark:			Us	er Mark:						
		I	Effective	e Date:			Expiratio	on Date:	9999-1	2-31				
		C	Car Type	e Code:	E544	Me	ech Desi	gnation:	GBSR					
			S	Status:	Open	1								
test Trans	saction Detail	s												
					D (A	LTH\$	ETH\$	LMR ≎	EMR \$	LAR\$	EAR\$	Trans Date	2	0
ersion 🏶 🛛	Bid Purpose 🇘	Init Ma	ark 🗘 🛛	Carrier	Ref 🗟	LIUA	E I III *							
	Bid Purpose 🏶	Init Ma	ark≎	Carrier	Ref 🛡	0.60	0.60	0.050	0.050	-	-	2021-07-11	18:59:57	7
		Init Ma	ark 🗘 🤇	Carrier	Ref ≆				0.050		-	2021-07-11 Confirm/Concu		
		Init Ma	ark 🗘 🤇	Carrier	Ref 🛡				0.050		-			
C	Counter			Carrier	Ref 🖗				0.050		-			
tails	Counter			Carrier	Ref 🖗				0.050		-	Confirm/Concu	r •	Go
tails	Counter	History			Ref ♥	0.60					-	Confirm/Concu		Go
tails Equipment	Counter	History				0.60	0.60	0.050		-	-	Confirm/Concu Exp	r v	Go
tails Equipment	Counter Transaction	History mber 5022		Car T		0.60	0.60	0.050 Mech D		-	-	Confirm/Concu Exp	r v	Go
tails Equipment	Counter Transaction Car Nu 000013	History mber 5022 5036		 Car T E544 		0.60	0.60	0.050 Mech D GBSR		-	- Rate T M	Confirm/Concu Exp	r v	Go

The Offer Details popup window enables you view bid offer information, latest transaction details, and details about the equipment and transaction history. Each section in this popup window has unique functionality as described below:

- In the Bid Offer section, you can view all of the information in a field (for example, the Car Type Code field) by left-clicking in the field and holding the left mouse button down as you move to the right and left to highlight and view all of the information in that field.
- In the Latest Transaction Details section, you can respond to an offer or copy an offer, depending on the offer status. If the offer status is **Open**, you can only respond to the offer. If the offer status is **Concurred**, **Cancelled**, or **Expired**, you can only copy the offer.
- In the Details section, you can select the **Equipment** or **Transaction History** tab, and then select **Export to CSV** to export the detailed data to a CSV file.

The following table describes the CHARM Rate Type Codes, which are displayed in the Equipment tab of the Details section.

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- **B** BFO rate on market cars.
- **R** Arbitrated Rate (rates set through the arbitration process).
- **D** Post arbitration-period rate on market **S** Spot macars.
- **S** Spot market rate on market cars.

- L Spot bilateral rate on non-market equipment.
- **M** Market rate on market cars.
- N Post BFO-period rate on market cars.
- **O** Default rate on market cars.
- U Base rate on non-market equipment.
- V Special bilateral rate on non-market equipment.
- W Bilateral rate on non-market equipment.
- Z Special market rate on market equipment.

Performing a CHARM Query

Use the following procedure to perform a Car Hire Accounting Rate Master (CHARM) query:

1. Select **Queries > CHARM**. The CHARM Query page is displayed.

Exhibit 50. CHARM Query Page

CHARM Que	ery
To perform a CHARM quer	y, select a CHARM File Date and at least 1 additional filter(s) and then click Search
CHARM File Dates:	
Search Clear	Recent Queries: Select v

The CHARM Query page allows you to choose CHARM file dates, edit filters, and re-run your five most recent queries.

2. Use the calendar tools to select the date range containing the CHARM file(s) you want to query.

Note: You can access CHARM files for any 30 to 90-day period.

3. Select Edit filters. The Filters popup is displayed (Exhibit 51).

Exhibit 51. Filters Popup

Filters		×
 Bid Offer Car Type Code Effective Date Empty Time Rate Gross Weight Inside Width Loaded Appurt Rate Load Limit Outside Length Plate Code Stenciled Mark Owner User Mark Exclude Default Rates Exclude Private Cars Exclude Zero Rates 	Car Initial CHARM Rate Type Empty Appurt Rate Expiration Date Inside Height Lessee Loaded Mileage Rate Mechanical Designation Outside Width Pool Number Umler Owner	Car Number Cubic Capacity Floor Type Inside Length Lining Type Coded Time Rate Outside Height Status Umler Rate Type
Clear filters		✓ OK Cancel

The Filters popup enables you to select the filter(s) you want to use for your query.

Note: Select the **Exclude Default Rates** checkbox to see only negotiated rates, select **Exclude Private Cars** to see only Railroad-marked equipment, and select **Exclude Zero Rates** to exclude rates for cars that have a rate indicator of 6 or 0.

4. Select at least one filter checkbox, and then select **OK**. You are returned to the CHARM Query page, which now displays the filter(s) you selected as well as an empty search parameter field for each filter (<u>Exhibit 52</u>).



To perform a CHARM query, select a CHARM File Date and at least 1 additional filter(s) and then click CHARM File Dates:	Search
CHARM File Dates	ocuren
✓ Edit filters	

5. Complete the search parameter field associated with each filter (e.g., type the Owner Mark you want to query).

Notes:

- Certain search parameter fields contain lists of items (i.e., CHARM Rate Type, Floor Type, Lining Type, Plate Code, and Status). Use Ctrl+Left Click to select multiple values for these search parameters.
- You can also use a wildcard (*) in certain fields (Car Initial, Car Type, Owner Mark, and User Mark) when searching.

- Search for up to 50 bid offers and up to 50 car type codes. You may also exclude up to 50 car type codes. In some browsers, you can select the bottom right to expand the field.
- 6. Select **Search** to initiate the query. Query results are displayed at the bottom of the CHARM Query page.

Exhibit 53. CHARM Query Results

			T C C	Bid Offer Edit filters	HARM o					Iditional filter(s) and the			h		v			
274 matches were found. 274 matches displayed.									Options									
Select	Owner‡ Mark	User‡ Mark	Car © Initial	Car 🗘 Number	Bid © Offer	Mechanical © Designation	Car Type © Code	CHARM © Date	CHARM Rate ‡ Type	© Umler Rate Type	C LTH	C LMR	етн	© EMR	LAR	EAR	Effective 🗘 Date	Expiration \$ Date
	RAIL	A	RAIL	0000878014	0	ST	Q813	2017-02-01	U - Base Rate	6 - Zero-Rate Private Special Lease Rate or Scrap: AAR or FRA Restricted	0.00	0.000	0.00	0.000	0.000	0.000	2016-06-01	9999-12-31
	RAIL	A	RAIL	0000978014	0	ST	Q813	2017-02-01	U - Base Rate	6 - Zero-Rate Private Special Lease Rate or Scrap: AAR or FRA Restricted	0.00	0.000	0.00	0.000	0.000	0.000	2016-12-01	9999-12-31
	RAIL	A	RAIL	0000978009	0	Z	Z301	2017-02-01	U - Base Rate	1 - Units subject to special lease arrangement	0.00	0.000	0.00	0.000	0.000	0.000	2016-12-01	9999-12-31
	RAIL	A	RAIL	0000978003	0	U	U021	2017-02-01	U - Base Rate	1 - Units subject to special lease arrangement	0.00	0.000	0.00	0.000	0.000	0.000	2016-12-01	9999-12-31

Note: The CHARM Query Results page displays up to 1500 records that match your query criteria. You can export the results to a comma separated value (CSV) file to view up to 100,000 records.

- 7. Perform one of the following actions:
 - Select **Options** to display the Column Selection Options popup, which you can use to select only the columns you want to view.
 - Select a column header to sort the search results in ascending order by that selection. Select the same column again to have the results sorted in descending order.
 - Select your desired records, and then select **Create Offer** to create a new offer based on your selection. The bid/offer creation wizard opens with the cars included from your selection (see <u>Bid and Offer</u> on page 18 for more information).

Note: Similar to the copy offer functionality, the equipment cannot be changed when creating an offer from a query result.

• Select **CSV** to export <u>all</u> the results to a CSV file (not just the selected columns). The search results are opened in your local spreadsheet application where they can be saved or analyzed (<u>Exhibit 54</u>).

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	Α	В	С	D	E	F	G	Н	1	J	К	L	M	N	0	Р	Q	R
1	Owner M	a User Mark	Car Initial	Car Numb	Bid Offer	Mechanic	Car Type (CHARM Date	CHARM R	Umler Rat	LTH	LMR	ETH	EMR	LAR	EAR	Effective Da	Expiratior
2	RAIL	Α	RAIL	1	0	MWG	M280	10/1/2015	U - Base R	0 - Zero-R	0	0	0	0) () (8/1/2015	12/31/99
3	RAIL	Α	RAIL	27	0	D	D341	10/1/2015	U - Base R	6 - Zero-R	0	0	0	0) (7/1/2015	12/31/99
4	RAIL	Α	RAIL	57	0	D	D341	10/1/2015	U - Base R	6 - Zero-R	0	0	0	0) (7/1/2015	12/31/99
5	RAIL	Α	RAIL	100	0	NF	M970	10/1/2015	U - Base R	6 - Zero-Ri	0	0	0	0) () (0 10/1/2014	12/31/99
6	RAIL	Α	RAIL	189	0	MWS	M210	10/1/2015	U - Base R	6 - Zero-R	0	0	0	0) () (5/1/2010	12/31/99
7	RAIL	Α	RAIL	225	0	GB	G410	10/1/2015	O - Defau	M - Railroa	0.59	0.07	0.59	0.07	· () (9/1/2013	12/31/99
8	RAIL	Α	RAIL	231	0	MWM	M190	10/1/2015	U - Base R	6 - Zero-R	0	0	0	0) () (9/1/2009	12/31/99
9	RAIL	Α	RAIL	236	0	FC	S312	10/1/2015	O - Defau	M - Railroa	0.7	0.04	0.7	0.04) (9/1/2009	12/31/99
10	RAIL	A	RAIL	245	0	HMA	K384	10/1/2015	O - Defau	M - Railroa	0.5	0.03	0.5	0.03) (6/1/2012	12/31/99
11	RAIL	Α	RAIL	251	0	ST	Q813	10/1/2015	U - Base R	6 - Zero-R	0	0	0	0) (9/1/2009	12/31/99
12	RAIL	Α	RAIL	261	0	Z	Z301	10/1/2015	U - Base R	1 - Units s	0	0	0	0) () (9/1/2009	12/31/99
13	RAIL	Α	RAIL	266	0	FA	V971	10/1/2015	O - Defau	M - Railroa	0.6	0.06	0.6	0.06	i () (0 12/1/2014	12/31/99
14	RAIL	Α	RAIL	271	0	MWB	M110	10/1/2015	U - Base R	6 - Zero-R	0	0	0	0) (9/1/2009	12/31/99
15	RAIL	Α	RAIL	292	0	LO	C112	10/1/2015	O - Defau	M - Railro	0.05	0.077	0.05	0.077	· () (7/1/2015	12/31/99
16	RAIL	Α	RAIL	302	0	MWX	M260	10/1/2015	U - Base R	6 - Zero-R	0	0	0	0) () (9/1/2009	12/31/99
17	RAIL	A	RAIL	303	0	MWM	M190	10/1/2015	U - Base R	0 - Zero-R	0	0	0	0) () (8/1/2015	12/31/99
18	RAIL	Α	RAIL	304	0	MWM	M190	10/1/2015	U - Base R	6 - Zero-R	0	0	0	0) () (9/1/2009	12/31/99
19	RAIL	Α	RAIL	306	0	Z	Z191	10/1/2015	U - Base R	1 - Units si	0	0	0	0) () (9/1/2009	12/31/99
20	RAIL	A	RAIL	307	0	Z	Z191	10/1/2015	U - Base R	1 - Units s	0	0	0	0) (9/1/2009	12/31/99
21	RAIL	Α	RAIL	308	0	Z	Z191	10/1/2015	U - Base R	1 - Units si	0	0	0	0) (9/1/2013	12/31/99
22	RAIL	A	RAIL	310	0	Z	Z191	10/1/2015	U - Base R	1 - Units s	0	0	0	0	1) (9/1/2013	12/31/99
23	RAIL	Α	RAIL	311	0	U	U301	10/1/2015	U - Base R	1 - Units s	0	0	0	0) () (9/1/2009	12/31/99
24	RAIL	Α	RAIL	312	0	U	U301	10/1/2015	U - Base R	1 - Units si	0	0	0	0) () (9/1/2009	12/31/99

Exhibit 54. CSV Export of CHARM Query

Performing a Default Rate Query

The Default Rate Query allows you to search for default rates on a specific car or car series, or allows you to look up the current Car Hire Deprescription Default Rates by car type code.

Use the following procedure to perform a Default Rate query:

1. Select **Queries > Default Rate**. The Default Rate Query page is displayed.

Exhibit 55. Default Rate Query

Default Rate Que	ry
The Default Rate Query a	llows you to search for default rates on a specific car or car series, or allows you to look up the current Car Hire Deprescription Default Rates by car type code.
Search Criteria	
Select Query Type:	Default Rate Query by Equipment (Current Equipment)
Default Rates as of 05/1	3/2022
Car Initial:	Car Number(s):
Enter valid equipme Click the "Search" bu	nt. Ranges are supported (I.E: 1-100). Itton to search.
	Clear Q Search

- 2. Select the **Query Type**:
 - a. To run a Default Rate Query by Equipment (Current Equipment):
 - 1. Select **Default Rate Query by Equipment** as the **Query Type**.
 - 2. Enter the **Car Initial** and the **Car Number** or **Car Number Range** and select **Search**.

RAIL

		•••••••••••••••••••••••••••••••••••••••					
Default Rate	Query						
The Default Rate (Default Rate Query he Default Rate Query allows you to search for default rates on a specific car or car series, or allows you to look up the current Car Hire Deprescription Default Rates by car type code. Search Criteria Select Query Type: Default Rate Query by Equipment (Current Equipment) Default Rates as of 05/13/2022 Car Initial: Car Number(s): Intervalid equipment. Ranges are supported (I.E: 1-100). Click the "Search" button to search.		tes by car type code.				
Search Criteria							
Select Query Typ	Default Rate Query	by Equipment (Current Eq	uipment) v				
Car Initia Enter valid e	II: RAIL Car Num						Clear Q. Search
Default Rate Que	ry by Equipment (Current	Equipment) Results (Counts: 3				
Car Initial	Car Number	Loaded HR	Empty HR	Loaded MR	Empty MR	Loaded AR	Empty AR
RAIL	000000303	0.300	0.170	0.045	0.061	0.000	0.000
RAIL	000000321	0.500	0.500	0.050	0.050	0.000	0.000

Exhibit 56. Default Rate Query By Equipment Results

b. To run a Default Rate Query by Car Type Code (New Equipment):

0.390

1. Select **Default Rate Query by Car Type Code** as the **Query Type**.

0.067

0.067

0.000

0.000

Exhibit 57. Default Rate Query By Car Type Code

0.390

000000357

irch Criteria	
Select Query Type:	Default Rate Query by Car Type Code (New Equipment)
	i Default Rates: 05/2022 (02 2022) er in O2 based on negotiated rates from Q1. (Please Refer to OT-10, Appendix T for Appurtenance Values)
For Cars Added to Umle Car Type Code:	

2. Enter the Car Type Code and select Search.

Exhibit 58. Default Rate Query By Car Type Code Results

Default Rate Query						
The Default Rate Query allows y	ou to search for default rate	es on a specific car or ca	ar series, or allows you to lo	ook up the current Car Hi	re Deprescription Default F	Rates by car type code.
Search Criteria						
Select Query Type: De	fault Rate Query by Car Type	Code (New Equipment)	~			
Car Hire Deprescription Default For Cars Added to Umler in Q2 I Car Type Code: C112		Q1. (Please Refer to OT-10	, Appendix T for Appurtenance V	'alues)		
Enter a full (I.E: A300) or a p Click the "Search" button to s	artial car type code (I.E: E63). R: search.	anges are not supported.				
						Clear Q Search
Car Hire Deprescription Defa	ult Rate Results Counts	: 1				
Car Type Code	Loaded HR	Empty HR	Loaded MR	Empty MR	Loaded AR	Empty AR
C112	0.050	0.050	0.077	0.077	0.000	0.000

Depre Market Report

The Depre Market Reports menu item enables you to run fee-based reports on car hire rates.

New Market Data Query

Use the following procedure to perform a New Market Data Query:

- 1. Select **Depre Market Report > New Market Data Query**. The Market Reports page is displayed.
- 2. Enter or select from all required fields marked with a red asterisk (*).
- 3. For the **Report Type** field, selecting **Summary** provides a formatted PDF that summarizes the information to your selected report criteria. Selecting **Details**, provides a CSV file with the raw data that can be opened as a spreadsheet. Selecting **Both**, provides 2 files, both a Summary PDF and the Details CSV of the data that matches your selected criteria.
- 4. Certain fields may be required that are not marked in red, depending on your selected criteria. For example, when Summary is selected as the Report Type, then Hourly Rate Parameters and Mileage Rate Parameters must be entered to submit the report. Selecting Additional Query Elements may add fields that require your input.
- 5. Select the checkbox at the bottom of the page to receive an email notification to the email address associated with your User ID once your report completes processing.

Exhibit 59. Market Reports Query

Market Reports				
Deprescription Market Reports are	fee-based reports that allow you to sear	ch for market rates based (on mileage or hourly rates, for s	pecific cars, car series, or AAR car types.
Railinc Pricing for Market Reports c			- · · ·	
Market Report Query Details				
*Query Name:				Report Status: New
Description (Optional):				
		*Report Type:	Summary	
*Requesting Road:	RAIL V	*	Summary	
*Report Type:	Summary V	_	Detail Both	1
Primary Selection Criteria				
*Car Type Code	▼			
Multiple values need to be separat	ed by commas or semi-colons. A wild card value		ultiple Car Type Code searches, i.e. A	* will query all codes beginning with A.
-				
M (Market) Rate Codes: O (Default F		Z (Special Agreement Rate)		ecial Bilateral Rate) lateral Rate)
S (Spot Mar] U (Base Rate)	L W (BI	lateral Rate)
Rate Negotiated From Date to Curre			Service Type	e: Both (Assigned and Free Running) V
Hourly Rate Parameters	h the rate bracket start and ends, then click on th		Rate Parameters	
	.e. 0.40 to 0.49 , 0.50 to 0.55, with no overlap			050 , 0.050 to 0.060, overlap allowed
Use Standard Hour	y Rates Clear Hourly Rates		Use Standard Mileage Rates	Clear Mileage Rates
Start Note: Process will automatically	End	Add Note:	Start	End Add range of "greater than".
Additional Query Elements				
Check the boxes next to additional qu	ery elements to add them to the query.			
Clearance/Plate Code	🔲 Inside Length		Platform Length	
GRL/GWR	Inside Width		Platform Width	
Load limits	🗌 Inside Height		Floor Type	
🗌 Year Built	Cubic Capacity		Floor Trough	
Vear Rebuilt	Appurtenance Cha	arge Indicator	Lining	
Use the email associated with r	ny SSO ID to notify me that my report is complete	l.		Submit Report

- 6. Once you've entered the required criteria, select **Submit Report**.
- 7. CHRNSS opens the Market Reports page. The **Status** column shows the status of your submitted report.

Exhibit 60. Reports Page During Processing

Market Reports Deprescription Market F	eports are fee-based reports that allow you to sea	rch for market rates based on m	ileage or hourly rates,	for specific cars, car series, o	or AAR car types.	
The report list refreshes Reports are available for	t Reports can be found in the <u>Price List</u> a approximately every 10 seconds. You do not neec r up to 30 days following the initial report request. he results table below will bring up the report deta		ery for a new report.			
Query Name	Description		Туре	Date Created	Status	Results
RAIL20220513RPT	Query Created On 05-13-2022		Summary	2022-05-13 08:22:49	Processing	

8. If you selected email notification, you'll receive an email similar to this example below once your report is processed.

Exhibit 61. Email Notification



9. Follow the <u>Reports</u> steps in the next section to open your completed reports.

Reports

Use the following procedure to view Depre Market Reports:

1. Select **Depre Market Report > Reports**. The Market Reports page is displayed. Reports appear on this page when one or more new Depre Market Reports are submitted. Reports that have not completed processing are listed with the **Status** of **Processing**.

Exhibit 62. Report During Processing

Market Reports Deprescription Market R	eports are fee-based reports that allow you to) search for market rates based on n	nileage or hourly rates, f	for specific cars, car series, o	or AAR car types.	
The report list refreshes Reports are available fo	Reports can be found in the <u>Price List</u> approximately every 10 seconds. You do not r r up to 30 days following the initial report requ ne results table below will bring up the report of	iest.	ery for a new report.			
Query Name	Description		Туре	Date Created	Status	Results
RAIL20220513RPT	Query Created On 05-13-2022		Summary	2022-05-13 08:22:49	Processing	

2. Once the report is ready to view, the **Status** column shows **Completed**.

Exhibit 63. Report Ready to View

	Market Reports Deprescription Market Reports are fee-based reports that allow you to search for market rates based on mileage or hourly rates, for specific cars, car series, or AAR car types.													
The report list refreshes Reports are available for	t Reports can be found in the <u>Price List</u> s approximately every 10 seconds. You do not need to r or up to 30 days following the initial report request. he results table below will bring up the report details ar		t.											
Query Name	Description	Туре	Date Created	Status	Results									
RAIL20220513RPT	Query Created On 05-13-2022	Summary												

3. To open a processed report, select the **PDF** or **CSV** link in the **Results** column. Summary reports are processed as PDF files and Detail reports are processed as CSV files.

Exhibit 64. Report Summary Example

			Depresc	riptio	n Market Da	ta Syster	n		
				Sum	mary Report				
Quary Name: Mechanical Designation: Service Type: Clearanca/Plate Code: Year Built: Inside Width: Cubic Capacity: Floor Type:	RAIL20220513RPT : Both(Assigned and Free Running) 0000 - 2022		Rate Codes: ned and Free Running) Rate Negotiated Year/Month: GRL/GWR:		Query Created On 05-13-20 M,O 0000 - 2022	Exclude Reques Load Li Inside L Lining: Platform	AAA Car Code: Exclude Zero Rate: Requested CHDX Months: Load Limits: Inside Length: Lining: Platform Width: Appurtenance Indicator:		12202
				Но	urly Ranges				
Mileage Cents L < 0.050 E < 0.050	0.00 - 0.45 12/5 7/5	0.46 - 0.55 23 / 27 7 / 4	0.56 - 0.65 1/1 1/1	0.66 - 0.3	75 0.76 - 0.85 2/0 1/0	0.86 - 0.95	0.96 - 1.05	> 1.06	Total 38 / 33 16 / 10
L 0.050 < 0.060 E 0.050 < 0.060	42 / 15 8 / 11	32 / 73 36 / 86	118 / 119 89 / 180						192 / 207 133 / 277
L 0.060 < 0.070 E 0.060 < 0.070	9/4 60/5	2/1 2/1	96 / 176 59 / 116	11/19 7/16					118 / 200 128 / 138
L 0.070 < 0.080 E 0.070 < 0.080	93 / 125 68 / 126		69 / 24 20 / 22	160 / 63 153 / 57	118 / 104 39 / 64				440 / 316 280 / 269
L 0.080 < 0.090 E 0.080 < 0.090					9/6 6/5				9/6 6/5
L 0.090 > E 0.090 >									0/0 0/0
L Total E Total	156 / 149 143 / 147	57 / 101 45 / 91	284 / 320 169 / 319	171 / 82 160 / 73	129 / 110 46 / 69				797 / 762 563 / 699

Exhibit 65. Report Details Example

A1 •	: ×	$\checkmark f_x$	Car Type	e Code/Me	chanical De	signation									
A	В	С	D	E	F	G	н	I I	J	К	L	м	N	0	Р
1 Car Type Code	LHR	EHR	LMR	EMR	LAR	EAR	Cycle Hour	Cycle Mile	L/E Status	Plate	Year Built	Year Rebui	Inside Len	Inside Wid	Inside
2 C112	0	0	0	0	0	0	15	0	E	С	2000	0	0	0	
3 C112	0	0	0	0	0	0	91	0	L	C	2000	0	0	0	
4 C112	0	0	0	0	0	0	95	28	E	C	2000	0	0	0	
5 C112	0.6	0	0.06	0	0	0	149	316	L	С	2012	0	0	0	
6 C112	0.55	0	0.06	0	0	0	395	6	L	С	2012	0	0	0	
7 C112	0	0.55	0	0.06	0	0	201	451	E	С	2012	0	0	0	
8 C112	0	0.55	0	0.06	0	0	24	0	E	С	2012	0	0	0	
9 C112	0	0.61	0	0.06	0	0	116	0	E	С	2012	0	0	0	
10 C112	0.61	0	0.06	0	0	0	52	0	L	С	2012	0	0	0	
11 C112	0.6	0	0.065	0	0	0	48	3	L	С	2011	0	0	0	
12 C112	0	0.6	0	0.065	0	0	272	3	E	С	2011	0	0	0	
13 C112	0	0.55	0	0.055	0	0	30	147	E	С	2011	0	0	0	
14 C112	0	0.6	0	0.06	0	0	168	971	E	С	2011	0	0	0	
15 C112	0	0.6	0	0.077	0	0	3	1	E	С	2011	0	0	0	
16 C112	0.6	0	0.077	0	0	0	60	1	L	С	2011	0	0	0	
17 C112	0	0.6	0	0.077	0	0	2	1	E	С	2011	0	0	0	
18 C112	0.6	0	0.077	0	0	0	151	1	L	С	2011	0	0	0	
19 C112	0.6	0	0.065	0	0	0	6	0	L	С	2011	0	0	0	

Report Details

From the Market Reports page, , select a report by clicking inside the row of completed reports (Exhibit 63) to view Market Report Query Details.

Exhibit 66. Market Report Query Details

Market Report Query Details									
Query Name: Description: Requesting Road: Report Type: Created: Modified:	RAIL20220513BOTH Query Created On 05-13 RAIL Both 05-13-2022 08:41 05-13-2022 08:41	3-2022	Report Status:	Completed Copy Report					
Primary Selection Criteria Car Type Code/Mechanical Designation									
C112									
CHDX Months	CHDX Months			Rate Codes					
202202 - 202202	M,O								
Negotiated Rate Range		Service Type							
		Both (Assigned and Free Ru	nning)						
Exclude Zero Rates									
No									
Hourly Rate Parameters	^	-Mileage Rate Parameters							
0.00 - 0.45		0.000 - 0.050							
0.46 - 0.55	0.050 - 0.060								
0.56 - 0.65	0.060 - 0.070								
0.66 - 0.75		0.070 - 0.080							
0.76 - 0.85	~	0.080 - 0.090							
Additional Criteria Elements									

Select the **Copy Report** button to copy the information from the current report and use it to create a new report. Make the appropriate updates and select **Submit Request** to submit the new report. See <u>New Market Data Query</u> for more information about the Market Reports form.

Documentation

The documentation menu (<u>Exhibit 66</u>) enables you to download the latest version of this user guide and a set of Frequently Asked Questions (FAQs).

Exhibit 67. Documentation Menu

Documentation	-
User Guide	
FAQ	

Error Messages

The following are the most common error messages, with a short description of how to interpret each. If you receive an error message that is not listed below, contact the Customer Success Center at <u>csc@railinc.com</u> or call toll-free at 1-877-724-5462.

Note: If a road receives an error message, the entire bid and offer submission must be reentered.

- **3** CIC Invalid Selection Criteria No Cars Found: This error is similar to 161 (see below). Error 3 indicates that an offer has been made; however, no cars have been found that match the offer type. Road ABCD makes a market offer on cars ABCD 34 through 77, Equipment Type Code B234. RAIL-CARDS finds B234 cars in the series; however, all the cars are prescribed and not eligible for a market offer. An Error Message 3 is returned.
- 7 Transaction/Bid Number Not Found in Database: While processing a message from a road, RAIL-CARDS is unable to find the supplied Bid & Offer Number.
- **9** More Than 10,000 Cars: An offer has been made which contains more than 10,000 cars, which is the current limit of the system (by design).
- **11 Car Found Which Exists in Another Offer:** Road ABCD makes an offer to Road ASDF on cars ABCD 45 through 88. Car ABCD 56 exists in an earlier offer that is still open between the two parties. The system will generate an 11 Error Message, giving the Bid & Offer Number of the earlier offer between the two parties.
- **21 Call For Best And Final Found:** Road QWER is calling for a BFO on Bid & Offer 123456781 with Road MNBV. The system finds a call for BFO already exists for this offer between these two roads.
- **44 Road Already Responded To Best And Final:** Road TGBN sends in a response to a call for BFO. RAIL-CARDS finds a response from Road TGBN already exists.
- **46** Offer Closed Bid Concurred: An attempt has been made to concur to an offer that has already been agreed to.
- **147 DRT Segment Required:** The system is processing a 432 EDI message that requires a DRT rate segment and is unable to find one.
- 161 No Equipment in Requested Range: This error is returned when RAIL-CARDS is unable to find any equipment that matches a CIC segment. For instance, Road ABCD makes an offer and the CIC segment shows cars marked ABCD between the numbers 23 and 678, with an equipment type code of C113. If the system finds no C113 cars with numbers between 23 and 678 with the mark ABCD, it will return a 161 Error Message.

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