

Item No.: 4A_Supp
Date of Meeting: April 3, 2018



**THE NORTHWEST
SEAPORT ALLIANCE**
Gateway to Solutions

The Northwest Seaport Alliance Master Policy

Presenter: Mark Little
Director, Contracts & Purchasing

Action Requested

Request Managing Members of the Northwest Seaport Alliance (NWSA) to adopt Master Policy Resolution 2018-01, Delegation of Authority Master Policy.



Briefing Purpose

- **The Delegation of Authority Master Policy, Resolution 2018-01, requires an annual review of that policy by the Managing Members.**
- **Alliance staff has reviewed the current Master Policy and provides recommendations for updates and corrections.**
- **Staff is seeking Managing Member approval of the 2018 Master Policy.**



Background

- **The Alliance Master Policy is structured to:**
 - **Ensure proper oversight by the Managing Members.**
 - **Serves as the primary delegation of administrative authority to the Chief Executive Officer.**
 - **Provide transparency so that actions are visible.**
 - **Provide flexibility to allow the CEO to respond to needs and opportunities.**



Master Policy Review

SECTION 1 Definitions

- **1.a. Alliance – added the language at the end to provide clarity.**
- **1.o. New definition.**



Master Policy Overview

SECTION 8 Policies Governing Authorization for Projects, Contracting, Procurement and Emergencies

- **8.c.iii.7 Added clarity. (Page 10)**
- **8.e.i and ii. Added the reporting of Real Estate commissions and litigation settlements. (Pages 11-12)**
- **8.f.iii. Added authorization to use this MRSC Roster. (Page 12)**



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