

**Joint Board Meeting  
August 9, 2021**

**Action Item:** Approve Business Rule NBR-042 Authorize Approval of Agency-Funded Equipment Orders

Item	Details
Unique Identifier	NBR-042
Name	Authorize Approval of Agency-Funded Equipment Orders
Description	The Joint Board authorizes the ORCA Director to approve change orders that increase the Systems Integrator Contract not-to-exceed amount to accommodate agency-funded equipment orders.
Source	ORCA Director, Regional Program Manager
Examples	After the SI Contract was awarded, King County Metro (KCM) expanded all-door boarding beyond RapidRide to their entire fleet; therefore, KCM needs to order extra validators that were not originally part of the SI Contract to be installed at the rear doors.
Background and Details	<p><b>Background:</b> The ORCA Agencies cannot make orders directly with INIT for equipment because the contract signatories are INIT and Sound Transit (as the ORCA contracting and procurement agency). To order extra equipment, the Systems Integrator (SI) Contract not-to-exceed amount must have the capacity to fulfill the equipment order and a change order to increase the not-to-exceed amount must be executed. The use of existing contract contingency is not optimal or efficient, as that contingency is slated for system development, not additional equipment orders.</p> <p>The ORCA Agencies may need to make more equipment orders from time to time during the term of the SI Contract. Authorizing the ORCA Director to approve change orders to accommodate those individual Agency equipment orders will make the process more efficient.</p> <p><b>Business Rule Details:</b> The Agency or Agencies making the equipment order will be responsible for funding 100% of the order. The Joint Board delegates the authority to the ORCA Director to approve change orders to the SI Contract to accommodate Agency-funded equipment orders.</p>
Revision history	