



We are pleased to announce several important policy changes to the Delegations of Authority (DoA) review process. The goal of these changes is to streamline the process and expedite approvals. This announcement provides Authorized Signatories with the guidance they will need to successfully implement the changes outlined below. Under this new guidance, Authorized Signatories are granted the authority, and tasked with the responsibility, to determine when the changes outlined below can be responsibly applied, and when it is necessary to seek further review and approval, up to and including full DoA review and approval.

Policy Changes

1. Contracts: An Authorized Signatory may approve the submission of a proposal for a new contract, *without prior DoA review and approval*, if the proposal states "This proposal is conditioned upon the negotiation of mutually acceptable contract terms." This rule may not be applied where: (i) AECOM is automatically bound by the terms of an RFP/contract if a client accepts AECOM's proposal, (ii) conditioning AECOM's proposal will result in disqualification, (iii) the pursuit's scope of work (as opposed to its terms and conditions or DoA Service Type) involves a DoA trigger, or (iv) based on past experience, a proposed client refuses to accept any modifications to its terms and conditions. Unless otherwise exempted, a contract for which AECOM is short-listed or selected under this change must receive DoA review and approval.
2. Task Orders: Authorized signatories may execute task orders (and approve the submission of binding task order proposals), *without DoA review and approval*, if: (i) the underlying MSA approval did not require future task order review, (ii) the scope and terms of the task order are consistent with the scope and terms of the approved MSA, (iii) the task order makes clear that the terms of the MSA govern over any different or additional terms pre-printed on the task order form, and (iv) the task order does not involve environmental remediation, unexploded ordnance or performance-based work under a legacy URS MSA.
3. Federal/DOD IDIQ Contracts and Task Orders: Authorized Signatories may approve the submission of a proposal, *without DoA review*, if (i) Legal has confirmed that the RFP/contract includes only standard FAR terms, (ii) the proposed IDIQ is a multiple award contract, and (iii) there is no express RFP/contract term precluding a successful proposer from declining a task order. Thereafter, Federal/DOD IDIQ task orders must

receive DoA review and approval unless exempted, in writing, as part of an initial task order review.

4. Small Contracts: Authorized Signatories must require small contracts (gross revenue < US \$100,000) to be executed on unmodified AECOM Standard Form Contracts. Provided however, that client-specific standard form contracts will be negotiated for Preferred Clients. A Preferred Client (i) provides AECOM with a significant amount of work on an annual basis, (ii) engages AECOM to perform both large and small projects, (iii) has a history of on-time payment, and (iv) does not require unusually onerous contract terms.
5. Pre-Contract Execution Approvals: In lieu of the Pre-Contract Execution requirements set forth in Section 1.1.B of the Sub-DoA, Authorized Signatories may execute a contract provided that (i) he or she obtains and maintains verification from the Capture Manager that all prior conditions to approval have been satisfied, and (ii) to the extent the Authorized Signatory has any doubt as to whether such conditions have been satisfied, he or she consults with Region Chief Counsel (legal issues) and/or the Office of Risk Management (scope issues).
6. Pursuits that do not require approval above the Business Unit Leader and Area Counsel level: These pursuits do not need to be routed through the DoA process by a Region Coordinator. However, Authorized Signatories must still confirm that all DoA reviews and approvals have been obtained and documented.

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Notes:

1. Points of Contact: (i) Questions concerning exemptions from DoA review: Region Chief Counsel; (ii) Questions concerning the Preferred Client List and client-specific Standard Form Agreements: Chief Counsel for Legal Operations; (iii) Questions concerning how a proposed task order scope should be treated under the Delegations of Authority as modified by the changes outlined above: Region Risk Manager.
2. Region and Business Line Executives shall submit proposed Preferred Client Lists to the DCS Americas Geography Chief Counsel for Legal Operations (using a format to be provided by the Office of Risk Management) not later than May 8. The DCS Americas Chief Executive, Chief Financial Officer and Chief Counsel shall publish a Preferred Client List not later than May 29. The Small Contracts policy change set forth above shall become effective upon publication of the Preferred Client List.
3. The policy changes set forth above are not intended to discourage consultation with your Region Legal Team or Risk Manager in advance of submitting a bid or proposal.
4. Detailed training will be available via Brainshark by Tuesday, April 21. Questions concerning these changes may be directed to your Region Legal Team or Risk Manager after April 21.