



UNIVERSITY OF CALIFORNIA, MERCED
P.O. BOX 2039
MERCED, CALIFORNIA 95344
(209) 724-4400

February 8, 2007

CONTRACTS AND REAL ESTATE COORDINATOR ELIZABETH CAPEHART

RE: Delegation of Authority

As Vice Chancellor for Administration and pursuant to authority delegated to me by the UC Merced Chancellor I delegate to you, effective immediately, the following authority, which may not be redelegated:

- Authority to sign Brief Form Construction Contracts, Amendments and Change Orders, with total costs not exceeding \$100,000
(previously delegated to you under DA #2148, which has been replaced by DA #2173)
- Authority to sign leases and lease amendments where University is the landlord, total costs do not exceed \$100,000 per year, and the length of the agreement does not exceed two years.
(source of authority: DA 2118 – Negotiation, approval, and execution of licenses for use of real property; DA #2140 – Negotiation, Approval, and Execution of University-Related Real Property Rental Agreements).
- Authority to sign Art Loan Agreements
(source of authority: DA #1058 – Execution of Agreements)
- Authority to sign Agreements for Services for the UC Merced Imaging and Microscopy Facility and other UC Merced facilities providing services to the public.
(source of authority: DA #1058 – Execution of Agreements)

Mary E. Miller
Vice Chancellor for Administration

cc: Vice President Budget
General Counsel and Vice President for Legal Affairs
Universitywide Policy Office

DA 1058

December 30, 1991

CHANCELLORS

SENIOR VICE PRESIDENT--ADMINISTRATION

VICE PRESIDENT--AGRICULTURE AND NATURAL RESOURCES

Delegation of Authority--Execution of Agreements

The authority granted to the President under Section 100.4(dd) of the Standing Orders of The Regents is delegated to you, within your areas of jurisdiction, as it pertains to the execution of the various service agreements required with outside organizations, agencies, and individuals to implement approved programs and activities, whether the University is the supplier or recipient of the service covered by the agreement. Within the scope of this delegation, you are authorized to negotiate and execute all such agreements except those which contain provisions falling within the restrictions and limitations set forth in Standing Order 100.4(dd), or require approval of The Regents because of specific Regental policy, or require approval by the President pursuant to specific memoranda issued from time to time. Notwithstanding Standing Order 100.4(dd)(10), you may execute State of California Standard Agreements (Form STD 2¹) which include an indemnity clause under which the University assumes liability for the conduct of persons other than University personnel.

This delegation is not to be used for transactions which are covered under those authorities delegated in the August 8, 1985, delegation concerning the execution of purchase contracts, subcontracts, and standard purchase orders for goods and services to be supplied to the University (DA 0878); the December 21, 1987, delegation concerning real property rental agreements (leases) (DA 0951); the March 29, 1988, delegation to solicit and accept or execute certain extramural grants and contracts (DA 0957); the December 8, 1986, delegation concerning affiliation agreements with other institutions or hospitals (DA 0916); the March 24, 1986, delegation to solicit and accept gifts (DA 0894); and those delegations established in Business and Finance Bulletins such as BUS-34, Securing the Services of Independent Consultants, or in University policies such as the University of California patent policy or the University copyright policy.

This delegation to negotiate and execute service agreements includes, but is not limited to, the following types of agreements:

- Agreements for concerts, lectures, rental of films, and various theatrical or musical productions.
- Agreements with California schools and/or school districts for teacher training programs.
- Agreements with outside agencies covering the use of facilities and instructors for regular University courses.
- Memoranda of Understanding with counties of the state of California to conduct Cooperative Extension Service educational programs.
- Agreements with outside organizations for employee development assignments.
- Agreements with nonprofit agencies for employment of students under the Work-Study Program.
- Agreements for student health insurance coverage.
- Intercollegiate athletic agreements (except coaching contracts).

All agreements under this delegation must be executed in accordance with the applicable University policies and procedures governing the particular transaction, including, but not limited to, *Business and Finance Bulletins*, University policies, and relevant guidelines issued by the appropriate functional areas within the Office of the President. All agreements must be approved as to legal form by the General Counsel prior to execution unless previously approved by that office and issued without revision.

The authority provided by this delegation is broad and should be exercised with discretion. Therefore, redelegation should be limited to appropriate levels of authority. Any redelegation shall be in writing, with a copy to the appropriate Vice President, the Special Assistant--Coordination & Review, the General Counsel of The Regents, and the Secretary of The Regents.

This delegation is effective immediately and supersedes President Saxon's April 25, 1980, delegation to Chancellors, the Vice President--Agriculture and University Services, the Executive Assistant to the President, and the Vice President--Financial and Business Management on the same subject (DA 0668).

David Pierpont Gardner

cc:

Laboratory Directors
Members, President's Cabinet
University Controller
Special Assistant--Coordination & Review
Principal Officers of The Regents

¹ Form STD 2 is no longer in use.