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September 3, 2014

VICE CHANCELLOR FOR BUSINESS AND ADMINISTRATIVE SERVICES

Delegation of Authority – Signature Attestation and Submission of the Delegated Authority; Project Certification Checklist

References: President Napolitano's letter of July 22, 2014

Supersedes: New

As denoted in the President's letter of July 22, 2014 (copy attached), for those capital projects to be approved under the Pilot Phase of Process Redesign for Capital Improvement Projects, I attest that a project to be submitted for review by the Office of the President is consistent with our campus's accepted Capital Financial Plan and Physical Design Framework, and approved Long Range Development Plan. Effective immediately I delegate to your position as the Vice Chancellor for Business and Administrative Services, the authority to execute the attestation and submit the Delegated Authority; Project Certification Checklist with its accompanying documentation to the Office of the President. This authority may not be further delegated.

This authority does not include the authority to approve budget, design and CEQA for these delegated projects.

Dorothy Leland
Chancellor

cc: Vice Chancellor Feitelberg
Executive Vice President Brostrom
Vice President and General Counsel Robinson
Vice President Lenz
Associate Vice President Wylie

bcc: Associate Vice President Kim
Deputy to the Vice President Sato
Director Santa Cruz
Director Kniazewycz

Enclosure



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July 22, 2014

CHANCELLOR LELAND

Dear Dorothy:

The *Pilot Phase of Process Redesign for Capital Improvement Projects* ("Delegated Process") was initiated in September 2008. Since that time, the University has administered 98 project submittals under the Delegated Process. Under the Delegated Process, action delegated to you includes: (i) for non-State-funded capital projects, approval of budget and design following action pursuant to California Environmental Quality Act (CEQA); and (ii) for State-funded projects, approval of design (only) following action pursuant to CEQA.

In 2012, the Office of the President (UCOP) streamlined this process further, allowing you the option to delegate to your representative on the Office of the President/Campus Capital Program Leadership Forum ("Forum") the execution of a *Delegated-Authority Project: Certification Checklist* ("Checklist") for use in the Delegated Process. The campus Forum representative is the designee who is vested with the authority for the campus' capital program and has the ability to speak on your behalf.

Under the Delegated Process, the campus prepares the Checklist that attests that the project is consistent with the campus' accepted Capital Financial Plan and Physical Design Framework, and approved Long Range Development Plan. Your office submits the Checklist and associated documentation, which includes a draft Chancellor's Action Item, to Capital Resources Management in the Office of the President. Upon receipt of the submittal, UCOP verifies project eligibility for the Delegated Process, routes the submittal to Capital Markets Finance and General Counsel, and prepares a staff report for the Executive Vice President of Business Operations (EVP). Upon the EVP's determination that there are no overriding factors that might require elevation to The Regents, the campus is notified that the Action Item approving the budget and/or design is ready for your signature.

Although Chancellors may not re-delegate their signature for the final Action Item approval, they may delegate approval for the Checklist submittal. UC Merced has not submitted any formal delegations in the past. With this letter, I am inviting you to provide written delegation for the Forum member, and also, if you so choose,

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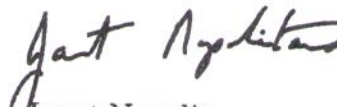
delegated authority for Delegated Project submittals. If your campus wishes or needs to update your delegations, there is a sample delegation letter attached for your use. Please return any updated delegation forms to Deborah Wylie in Capital Resources Management so that we may utilize that record for your campus' project submittals.

The Delegated Process is a pilot program that The Regents have approved for extension twice. The current extension will expire on March 31, 2015. Given the benefits and value that this program has provided to the campuses, it is my intention to recommend that the process either be made permanent or, at least be granted an extension beyond the March sunset. Campus affirmation as to the efficacy and increased efficiency under the Delegated Process will prove enormously beneficial in seeking The Regents' support for an extension or permanency.

The most recent meeting of the Forum was held on June 23, and a copy of that agenda and a list of attendees are attached for your information. We are recommending another Forum meeting in September 2014, to conduct a discussion with a few of the Regents on the Committee on Grounds and Buildings concerning the University's capital program, including the proposal to continue the Delegated Process. As is customary, we will be soliciting discussion topics from your Forum representative.

We look forward to receiving your campus' comments and endorsements in support of the Delegated Process, and these can be sent to the attention of Vice President Patrick Lenz by email at Patrick.Lenz@ucop.edu, or to Associate Vice President Deborah Wylie by email at Deborah.Wylie@ucop.edu.

Yours very truly,


Janet Napolitano
President

Attachments

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cc: Executive Vice President Brostrom
Vice President Lenz
General Counsel Robinson
Associate Vice President Kim
Associate Vice President Wylie
Vice Chancellor Reese
Vice Chancellor Feitelberg
Associate Vice Chancellor Lollini
Assistant Vice Chancellor White