



**Nicholas B. Dirks**  
 CHANCELLOR  
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January 6, 2014

VICE CHANCELLOR – REAL ESTATE

**RE: Delegations of Authority held by the former Vice Chancellor – Facilities Services**

This is to confirm that all Presidential delegations of authority formerly held by the Vice Chancellor – Facilities Services (listed below) are now delegated to the position of Vice Chancellor – Real Estate, effective January 11, 2014. Any re-delegations by the former Vice Chancellor – Facilities Services are to remain in force until such time as you rescind or reassign said delegations.

Delegation ID	Title / URL	Description/Comments	Re-delegated To
DA 606	Approve siting of individual buildings or projects <a href="http://policy.ucop.edu/files/da/da0606.html">http://policy.ucop.edu/files/da/da0606.html</a>	Authority to approve the siting of individual buildings or projects, provided that their locations are generally in accordance with a long-range development plan previously approved in principle by the Board, and to approve the siting of individual buildings or projects on University properties, such as field stations or research stations, which may not be covered by approved long-range development plans.	Associate Vice Chancellor – Project Management (Currently Rob Gayle)

Delegation ID	Title / URL	Description/Comments	Re-delegated To
DA 693	Solicit and accept or execute extramural grants and contracts for construction of facilities <a href="http://policy.ucop.edu/files/da/da0693.html">http://policy.ucop.edu/files/da/da0693.html</a>	These actions shall be in accordance with the Grants Procedures published in the Facilities Manual.	Associate Vice Chancellor – Project Management (Currently Rob Gayle)
DA 856	Enter into and execute agreements pertaining to purchase of utilities commodities and services <a href="http://policy.ucop.edu/files/da/da0856.html">http://policy.ucop.edu/files/da/da0856.html</a>		No re-delegation on record
DA 1058	Execute agreements <a href="http://policy.ucop.edu/files/da/da1058.html">http://policy.ucop.edu/files/da/da1058.html</a>	Delegation for filming program only	Assistant Vice Chancellor – Real Estate Services (Currently Robert Hatheway)
DA 2220	Agreements for Executive architects, executive landscape architects, and executive and consulting engineers <a href="http://policy.ucop.edu/files/da/da2220.pdf">http://policy.ucop.edu/files/da/da2220.pdf</a>	Authority for projects with approved budgets with a total individual project cost not exceeding \$60,000,000, subject to design and design professional requirements set out in the University Facilities Manual.	Associate Vice Chancellor – Project Management (Currently Rob Gayle)
DA 2231	Authority to negotiate, approve and execute University-related real property rental agreements (leases) <a href="http://policy.ucop.edu/files/da/da2231.pdf">http://policy.ucop.edu/files/da/da2231.pdf</a>	Risk Services must approve indemnification language	<ul style="list-style-type: none"> <li>Assistant Vice Chancellor – Real Estate Services: Lease duration 10 years, annual consideration not to exceed \$500,000 (Currently Robert Hatheway)</li> <li>Manager – Real Estate Services: Lease duration 5 years, annual consideration not to exceed \$350,000 (Currently Helen Levay)</li> </ul>
DA 2232	Authority to negotiate, approve and execute licenses for use of real property <a href="http://policy.ucop.edu/files/da/da2232.pdf">http://policy.ucop.edu/files/da/da2232.pdf</a>	Risk Services must approve indemnification language	<ul style="list-style-type: none"> <li>Assistant Vice Chancellor – Real Estate Services: Lease duration 10 years, annual consideration not to exceed \$500,000 (Currently Robert Hatheway)</li> <li>Manager – Real Estate Services: Lease duration 5 years, annual consideration not to exceed \$350,000 (Currently Helen Levay)</li> </ul>

Delegation ID	Title / URL	Description/Comments	Re-delegated To
DA 2233	Authority to negotiate, approve and execute real property easements and rights of way <a href="http://policy.ucop.edu/files/da/da2233.pdf">http://policy.ucop.edu/files/da/da2233.pdf</a>	Specific parameters set out in the delegation	<ul style="list-style-type: none"> <li>• Assistant Vice Chancellor – Real Estate Services (Currently Robert Hatheway)</li> <li>• Manager – Real Estate Services (Currently Helen Levay)</li> </ul>
DA 2564	Authority for bid solicitation and execution of construction contracts <a href="http://policy.ucop.edu/files/da/da2564.pdf">http://policy.ucop.edu/files/da/da2564.pdf</a>	Restrictions set out in the delegation	<ul style="list-style-type: none"> <li>• Associate Vice Chancellor – Project Management (currently Rob Gayle)</li> <li>• Director – Contracts Administration (currently Mike Cole)</li> <li>• Contracts Manager: documents up to \$200,000 (Currently Theresa Cerney)</li> <li>• Contracts Administrator: documents up to \$100,000 (Currently Martha Mendoza, David Hunsberger, Pam Sasagaw, Jennifer Aquino)</li> <li>• Contracts Administrator: documents up to \$50,000 (Currently Donald King, Amanda Palmquist)</li> <li>• Contracts Analyst: documents up to \$50,000 (Currently Catherine Dang)</li> </ul>
DA 2574	Authority to approve amendments to the capital improvement program and make transfers of funds <a href="http://policy.ucop.edu/files/da/da2574.pdf">http://policy.ucop.edu/files/da/da2574.pdf</a>	Minor capital improvement projects (total project cost not to exceed \$750,000) only	No re-delegation on record
DA 2575	Authority to approve project design <a href="http://policy.ucop.edu/files/da/da2575.pdf">http://policy.ucop.edu/files/da/da2575.pdf</a>	Total project costs not to exceed \$10,000,000	No re-delegation on record
G-38	Tax Exemption and Refund Claim Filing for Property Leased by the University <a href="http://policy.ucop.edu/doc/3420352/8FB-G-38">http://policy.ucop.edu/doc/3420352/8FB-G-38</a>		No re-delegation on record

Any re-delegation of the above authorities must be in writing, with a copy to the Campus Delegations of Authority Coordinator. Please contact Campus DA Coordinator Janice Hing in the Office of Ethics, Risk and Compliance Services at 643-9318 or [jhing@berkeley.edu](mailto:jhing@berkeley.edu) with any concerns or changes you may have regarding these delegations of authority.

All Best,



Nicholas Dirks

cc: Vice Chancellor John Wilton  
Chief Campus Counsel Chris Patti  
Associate Chancellor Linda Williams  
Chief Audit Executive Wanda Lynn Riley  
Campus DA Coordinator Janice Hing

# UNIVERSITY OF CALIFORNIA, BERKELEY

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OFFICE OF THE CHANCELLOR  
200 CALIFORNIA HALL #1500

BERKELEY, CA 94720-1500

## DA 1058

January 27, 2004


VICE CHANCELLOR - FACILITIES SERVICES  
Edward Denton

Re: Delegation of Authority 1058 - *Execution of Agreements*

In accordance with the authority delegated to Chancellors by President Gardner on December 30, 1991, I am redelegating to you in your position as the Vice Chancellor - Facilities Services, the authority for *Execution of Agreements* that are required with outside organizations in connection with the filming program.

Within the scope of this redelegation, 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)(1) and 100.4(dd)(9) 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. Other conditions as stated in President Gardner's letter apply, but are not reiterated in this letter.

Please contact Cindy Major in the Chancellor's Communications and Resource Center at 642-3115 or via email at [cmajor@berkeley.edu](mailto:cmajor@berkeley.edu) with any concerns you may have regarding this delegation of authority.

  
Robert M. Berdahl  
Chancellor

Attachments

DELEGATION OF AUTHORITY

DA 1058

Title: Execution of Agreements

Authority Delegated to: Chancellors  
Vice President--Agriculture and  
University Services  
Executive Assistant to the President

Source of Delegation: Saxon letter of 4/25/80

Effective Date of Delegation: 4/25/80

Delegation

Delegates authority\* as it pertains to the execution of the various 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 or goods covered by the agreement, subject to specified limitations. Redelelegation should be limited to appropriate levels of authority.

\*Standing Order 100.4(cc).

Supersedes multiple earlier delegations concerning execution of agreements, as specified in delegation.



DAVID PIERPONT GARDNER  
President

OFFICE OF THE PRESIDENT  
300 LAKESIDE DRIVE  
OAKLAND, CALIFORNIA 94612-3550

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 2) 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, sub-contracts, 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:

each be increased annually by a percentage equal to the percentage increase in the National Consumer Price Index for all Urban Consumers (CPI-U all items) for the preceding year, said increase to be reported annually to the Committee on Finance.

- (dd) Except as otherwise specifically provided in the Bylaws and Standing Orders, the President is authorized to execute on behalf of the Corporation all contracts and other documents necessary in the exercise of the President's duties, including documents to solicit and accept pledges, gifts, and grants, except that specific authorization by resolution of the Board shall be required for documents which involve or which are:
- ▷ 1. Exceptions to approved University programs and policies or obligations on the part of the University to expenditures or costs for which there is no established fund source or which require the construction of facilities not previously approved.
  - 2. Renewal or modification of prime contracts with the Department of Energy for the operation of the Lawrence Berkeley National Laboratory, Lawrence Livermore National Laboratory, and the Los Alamos National Laboratory.
  - 3. Loans of funds of the Corporation, other than loans from established student, faculty, and staff loan funds.
  - 4. Agreements for the provision of employee group insurance benefits, with the understanding that Board authorization shall not be required for periodic revisions to existing agreements when the revisions do not substantially change the authorized scope of the benefit plans.
  - 5. Affiliation agreements with other institutions or hospitals involving direct financial obligations or commitments to programs not previously approved.
  - 6. Agreements with associations composed of medical staff for collection of professional fees for services rendered to patients at University or affiliated teaching hospitals.
  - 7. Applications for new licenses to the Federal Communications Commission for authority to operate radio or television broadcast equipment.
  - 8. Construction contracts in excess of appropriated funds.
  - ▷ 9. Agreements by which the University assumes liability for conduct of persons other than University officers, agents, employees, students, invitees, and guests. This restriction does not apply to agreements under which the University assumes responsibility for the condition of property in its custody.
- (ee) Anything contained in subsection (dd) above to the contrary notwithstanding, the President is authorized to take all actions and to execute all documents necessary in the exercise of the President's duties when an emergency precludes prior submission to the Board, provided that in all such cases the President shall report such actions to the Board, through an appropriate Standing Committee, at its next regular meeting.
- (ff) The President is authorized to negotiate the sale, purchase, receipt by gift, or lease of real properties which are used, held, or to be acquired for campus-related purposes, and to administer all such properties, which are defined as properties within the boundaries of a campus of the University and other properties used, held, or to be acquired for student and employee housing, parking, athletic programs, research, public service, educational programs, or administrative staff purposes of the University.



- 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).

[REDACTED]

David Pierpont Gardner

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

# 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 2<sup>1</sup>) 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.
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Special Assistant--Coordination & Review  
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<sup>1</sup> Form STD 2 is no longer in use.