

November 1, 2017

To: Vice Provost of International Affairs Kelechi Kalu

Re-delegation of Authority-- Execution of Purchase Contracts for Goods, and Services to be Supplied to the University

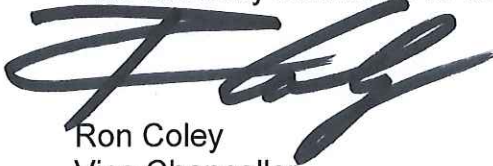
In a letter dated October 1, 2014 (DA2100RVCBAS), the Chancellor delegated to me, subject to The Regents' Bylaw 5.1 and terms of the Standing Orders 100.4 (dd), the authority to execute purchase contracts, subcontracts and standard purchase orders for materials, goods, and services, provided that:

1. purchase contracts, subcontracts, or standard purchase orders are issued in accordance with University policy and with procedures specified in the Business and Finance Bulletin;
2. funds are available;
3. if required, approval of the contracting agency is secured; and
4. prior approval is obtained from the Treasurer of the Regents for any acquisition or lease/purchase which contemplates or will result in the issuance of Certificates of Participation in order to provide funding for the transaction.

Effective as of the date above, I hereby re-delegate to the Vice Provost of International Affairs (VPIA) authority to execute purchase contracts to secure international accommodations, transportation, and classroom space as it relates to Education Abroad programs when using the Procurement Card for transactions of \$30,000 or less. It is your responsibility to ensure adherence to the requirements of Business & Finance Bulletin BUS-43 Material Management.

Additionally, approval as to form must be obtained from the General Counsel for any purchase contract and for any change to the standard UC procurement terms and conditions.

This authority cannot be re-delegated.



Ron Coley
Vice Chancellor
Business and Administrative Services

cc: Tim Willette, UCR Delegations of Authority Coordinator
Bobbi McCracken, AVC of Business and Financial Services
Ellery Triche, Director of Procurement, Business Contracts, and Accounts Payable
Karim Zahedi, Executive Officer, Strategic Executive Administrative Team