August 4, 1995

King Henderson, Materiel Manager

In a letter dated June 19, 1995, the President delegated to Chancellors 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, with procedures specified in Business and Finance Bulletin BUS-43, and with the Policy on Affirmative Action in University Business Activities;

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.

In a letter dated August 2, 1995, the Chancellor redelegated this authority to me, as Vice Chancellor -- Administration. With this letter, I hereby redelegate this authority to you, as Materiel Manager, for the purchase of materials, goods, and services. This delegation supersedes all previous delegations on the subject, most notably those associated with the August 8, 1985 letter from the President on this same subject (DA 0878).

You may redelegate this authority to your staff, in writing, with copies to the Senior Vice President -- Business and Finance, the General Counsel and Vice President for Legal Affairs, the Special Assistant -- Coordination and Review, the UCR Chancellor, the UCR Vice Chancellor -- Administration and the UCR Administrative Budget Office.

Any redelegation of this authority beyond that listed above requires the prior approval of the Senior Vice President -- Business and Finance.
Copies of the June 19, 1995 letter from the President to Chancellors (DA 2045) and the August 2, 1995 letter from the Chancellor to the Vice Chancellor -- Administration and the University Librarian are attached for your information.

C. Michael Webster
Vice Chancellor -- Administration

cc: Senior Vice President -- Business and Finance (w/out attachments)
The General Counsel and Vice President for Legal Affairs (w/out attachments)
Special Assistant -- Coordination & Review (w/out attachments)
UCR Chancellor Orbach (w/out attachments)
UCR Administrative Budget Office (w/out attachments)

Attachments: June 19, 1995 letter from the President to Chancellors (DA 2045): "Delegation of Authority--Execution of Purchase Contracts, Subcontracts, and Standard Purchase Orders for Materials, Goods, and Services to be Supplied to the University"

August 2, 1995 letter from the Chancellor to the Vice Chancellor -- Administration and the University Librarian