

March 3, 2020

Vice Chancellor of Planning, Budget, and Administration
Assistant Vice Chancellor and Campus Architect

Re-Delegation of Authority – Capital Project Matters: Approve Budget and Design

In a letter, dated April 5, 2019 (DA2629), the President delegated to each Chancellor authority on the approval and budget for specified capital projects. This letter re-delegates that authority as described herein, for the authority to approve the budget (non-State), and design for (1) specified minor capital improvement projects; (2) capital projects with a project budget up to and including \$70 million consistent¹ with the approved Capital Financial Plan, accepted Physical Design Framework (PhDF), and approved Long Range Development Plan (LRDP); and (3) capital projects with a project budget up to and including \$10 million that are not consistent with the approved Capital Financial Plan or accepted Physical Design Framework (PhDF), but are consistent¹ with the approved Long Range Development Plan (LRDP).

Minor Capital Improvement Projects

In the letter noted above, the President delegated to each Chancellor the authority to approve the budget (non-State), and design for minor capital improvement projects that are:

1. Consistent¹ with the approved Capital Financial Plan (CFP), accepted Physical Design Framework (PhDF), and approved Long Range Development Plan (LRDP).
2. Not consistent with the approved Capital Financial Plan and the accepted PhDF, but that are consistent¹ with the approved LRDP.

Minor capital improvement projects are defined in the [UCOP Glossary of Facilities Manual Terms](#) as new construction, substantial alterations, extensions, or improvements to existing structures with an estimated cost not to exceed \$1 million. This authority excludes budget approvals for any minor capital improvement project funded wholly or in part by State funds.

In accordance with the parameters above, **I hereby re-delegate the authority as follows to the:**

- **Vice Chancellor of Planning, Budget, and Administration** – full authority to approve the budget (non-State) and design for minor capital improvement projects.
- **Assistant Vice Chancellor and Campus Architect** – full authority to approve the budget (non-State) and design for minor capital improvement projects.

¹ Consistency with the PhDF and LRDP are not required for off-campus projects for which there is no applicable PhDF or LRDP

Capital Projects with a Budget up to \$70 million—Consistent with CFP, PhDF, and LRDP

In the letter noted above, the President delegated to each Chancellor the authority to approve the budget (non-State) and design for capital projects with a project budget up to and including \$70 million consistent¹ with the approved Capital Financial Plan, accepted Physical Design Framework (PhDF), and approved Long Range Development Plan (LRDP), subject to the following:

- i. Authority excludes budget approvals for any minor capital improvement project funded wholly or in part by State funds.
- ii. Prior to approval, for projects with a total project budget over \$10 million, a Business Case Analysis shall be approved, eligibility of the project for approval under this delegation shall be certified, and a Project Planning Guide or equivalent shall be submitted to UCOP
- iii. Authority to approve budget (non-State) and design may be further delegated to the Sole Campus Capital Designee – a direct report to the Chancellor, but may not be further delegated.

In accordance with the parameters above, **I hereby re-delegate the authority as follows to the:**

- **Vice Chancellor of Planning, Budget, and Administration** – authority to approve the budget (non-State) and design for capital projects with a project budget of up to \$15 million.

Capital Projects with a Budget up to \$10 million—Not Consistent with CFP and PhDF, but Consistent with LRDP

In the letter noted above, the President delegated to each Chancellor the authority to approve the budget (non-State) and design for capital projects with a project budget up to and including \$10 million that are not consistent with the approved Capital Financial Plan or accepted Physical Design Framework (PhDF), but are consistent¹ with the approved Long Range Development Plan (LRDP) subject to the following:

- i. Authority excludes budget approvals for any minor capital improvement project funded wholly or in part by State funds.
- ii. May be further delegated to the Sole Campus Capital Designee – a direct report to the Chancellor, but may not be further delegated.

In accordance with the parameters detailed above, **I hereby re-delegate the authority as follows to the:**

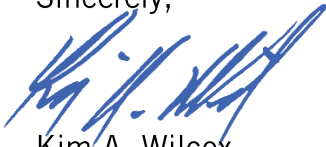
- **Vice Chancellor of Planning, Budget, and Administration** – authority to approve the budget (non-state) and design for capital projects with a project budget of up to \$5 million.

Further guidance on the implementation of this authority can be found in the following sections of the Facilities Manual:

- [2.7.1 Capital Project Budget Approvals](#)
- [2.7.2 Capital Project Design Approvals](#)
- [2.7.5 Certification Checklist Directions](#)

This delegation supersedes all previous delegations on the subject. The authority delegated herein may not be re-delegated.

Sincerely,



Kim A. Wilcox
Chancellor

cc: Office of the Vice Chancellor of Planning, Budget, and Administration
UCR Delegation of Authority Coordinator