

IDA 594

September 28, 2017

**VICE CHANCELLOR–HEALTH AFFAIRS AND CHIEF EXECUTIVE OFFICER–UCI
HEALTH SYSTEM
VICE CHANCELLOR–ADMINISTRATIVE AND BUSINESS SERVICES
ASSOCIATE VICE CHANCELLOR–ADMINISTRATIVE AND BUSINESS SERVICES
CHIEF OPERATING OFFICER–UC IRVINE MEDICAL CENTER
VICE PROVOST–ACADEMIC PLANNING
DEAN–SCHOOL OF MEDICINE**

RE: Delegation of Authority – Service Agreements

The authority to execute service agreements 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, was delegated to Chancellors by Presidential Delegation of Authority DA 1058, December 30, 1991. I am redelegating to you the authority to enter into and execute service agreements (other than those established in the areas of physical planning and construction) which do not involve expenditures in excess of \$100,000 per annum, provided that such agreements do not commit the University to expenditures in excess of:

- a. The estimated income or recharges to be realized from the service functions and/or
- b. Other budgeted funds available for such services.

Service agreements affecting instruction and research at UCI Medical Center shall be coordinated with the health science academic units and campus administration, and a copy of all executed service agreements involving UCI Medical Center shall be furnished to the Vice Chancellor–Administrative and Business Services.

This delegation does not include authority to: grant (either directly or through collateral agreements) licenses, rights-of way, or easements; be used for transactions covered under other delegations of authority such as authority to execute purchase contracts, subcontracts, and standard purchase orders for goods and services; execute real property rental agreements (leases); solicit and accept or execute certain extramural grants and contracts; execute affiliation agreements with other institutions or hospitals; or solicit and accept gifts. In addition, this delegation is not to be used for 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.

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All agreements under this delegation must be executed in accordance with the applicable University and campus policies and procedures governing the particular transaction, including, but not limited to, Business and Finance Bulletins and UCI Administrative Policies and Procedures. All agreements involving insurance and indemnification language must be reviewed for consistency with UC policies and approved by UCI Risk Services prior to execution. All agreements involving those items identified in The Regents Standing Orders, Section 100.4(dd) (1-10) must be reviewed by Campus Counsel to determine appropriate handling or approval.

The authority provided by this delegation is broad and should be exercised with discretion. This authority may be redelegated; however, any redelegations shall be no less restrictive than this delegation and must be processed in accordance with UCI Sec. 103-12: Delegation of Authority and Signature Authorization Guidelines.

This delegation supersedes Chancellor Drake's March 10, 2011, delegation of authority, IDA 508, on the same subject.



Howard Gillman
Chancellor

cc: Provost and Executive Vice Chancellor
Associate Provost and Executive Vice Chancellor
Associate Vice Chancellor of Administration & Chief of Staff-Health Affairs
Assistant Vice Chancellor-Accounting and Fiscal Services
Chief Procurement Officer-Procurement Services
Risk Manager
Office of Campus Counsel
Director-Internal Audit
Manager-Administrative Policies