



OFFICE OF THE EXECUTIVE DIRECTOR
UCLA CAMPUS SERVICE ENTERPRISES
10920 WILSHIRE BOULEVARD, SUITE 825
LOS ANGELES, CA 90024-6510
PHONE: (310) 794-6122
FAX (310) 794-6247

November 16, 2012

DA 144.06

DIRECTOR LOANA O'REILLY, REAL ESTATE ASSET MANAGEMENT

Delegation of Authority - Administration of Off-Campus Owned Properties

References: (a) UC DA 1058 (Execution of Agreements) to Chancellors, et al., dated December 30, 1991;

(b) UC Facilities Manual.

Supersedes: UCLA DA 141.27 (Administration of the UCLA Wilshire Center) to Director O'Reilly Rosenblatt, dated 5/19/2009, and DA 144.03 (Administration of the 100 UCLA Medical Plaza Building), to Director O'Reilly-Rosenblatt, dated 5/19/2009.

Effective as of the date above, I hereby delegate to you, in your area of responsibility, the authority to administer the operation of all off-campus owned properties including, but not limited to, the Wilshire Center, 100 Medical Plaza, and 924 Westwood - the Westwood Center. This authority shall be in accordance with the UC Facilities Manual and relevant provisions of the Public Contract Code, and covers execution of various agreements associated with the ongoing administrative responsibilities for this building including, but not limited to:

- the execution and administration of professional services agreements which do not exceed \$1,000,000, and authority to approve individual payments on already executed agreements provided such payments do not exceed \$500,000, regardless of the amount of the underlying agreement;
- performance of building services such as repair and maintenance of utilities, air conditioning and heating, elevators, etc. and providing for other services such as trash removal and janitorial services and supplies;
- the leasing of available space to non-University tenants;
- provisions for building and tenant security and safety procedures.

Your authorities to execute construction contracts and for appointment of design professionals are contained in separate delegations.

This authority may not be further redelegated.

A handwritten signature in black ink, appearing to read 'B. Erickson', with a horizontal line drawn through the middle of the signature.

Bradley A. Erickson
Executive Director, Campus Service Enterprises

cc: Chancellor
Executive Vice Chancellor & Provost
Administrative Vice Chancellor
Vice Chancellor & CFO
Director Contracts, Capital Programs
Manager, Administrative Policies & Delegations