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DA 720.10

**DIRECTOR RENEE A. FORTIER, UCLA TRANSPORTATION**

**Delegation of Authority – Found and Unclaimed Bicycles and Bicycle Parts**

- References:**
- (a) Memo to Vice Chancellors from Executive Vice President Brostrom re: State Law Changes Regarding Unclaimed Property, dated November 18, 2010;
  - (b) UC Business and Finance Bulletin, BUS-38, Disposition of Excess Property and Transfer of University-Owned Property;
  - (c) California Civil Code, Section 2080.8.

**Supersedes:** New

I hereby redelegate to you, in your area of responsibility, the authority to dispose of found and unclaimed bicycles and bicycle parts in accordance with Section 2080.8 of the California Civil Code and University guidelines on unclaimed property.

The care and disposition of found and unclaimed bicycles and bicycle parts (hereinafter Bicycles) in possession of the University are to be implemented in compliance with University guidelines as follows:

1. Bicycles shall be held for at least three (3) months by UCLA Transportation on site, or at a designated satellite center.
2. Thereafter, Bicycles assessed at a value of less than \$300.00 can be disposed of through donation to the UCLA Bike Shop, local bicycle repair co-ops, the UCLA Thrift Shop, public auction to the highest bidder, or they can be appropriately recycled.
3. Thereafter, Bicycles assessed at a value of \$300.00 or more shall be offered for sale at public auction to the highest bidder. Bicycles not bid for at a sale shall be disposed of through established University channels.
4. Notice of such sale shall be published in advance of the sale, in the county where the Bicycle is held.
5. Proceeds from Bicycles sold at any sale shall be accrued to the UCLA Bicycle Program, in accordance with UC policy and accounting guidelines.

This authority may not be further redelegated.

A handwritten signature in black ink, appearing to read "Jack Powazek". The signature is fluid and cursive, with a large, sweeping flourish at the end.

Jack Powazek  
Administrative Vice Chancellor

cc: Executive Vice Chancellor & Provost  
UCLA Chief of Police  
Manager Administrative Policies & Delegations