

October 1, 2018

Mr. Eric Rogers
Director of Purchasing Services
Washington State University
410 Dairy Rd.
Pullman, WA 99164-1020

Dear Mr. Rogers:

Pursuant to RCW 28B.10.528, and the authority conferred on me by the WSU Board of Regents, I delegate to you the authority to act on behalf of the Board of Regents in the following matters, provided that all University policies and procedures and applicable laws in effect at the time of signature have been followed, and that you have completed all training required by the Contracts Office, Purchasing Services, and the Washington Department of Enterprise Services:

- The negotiation, execution, and administration of contracts relating to the business and financial affairs of the University including but not limited to revenue agreements, interagency agreements, purchase orders, and all other written instruments relating to the procurement or disposal of personal property, including but not limited to goods, supplies, and materials where the total costs or revenue to the University is estimated to be less than \$1,000,000.
- Contracts, purchase orders, and other written instruments relating to the procurement or disposal of goods, supplies, materials, equipment, licenses, and purchased services where the total costs to the University are estimated to be less than \$1,000,000.
- Contracts for personal services, professional services, and client services, and revenue/auxiliary contracts, where the total costs or revenue to the University are estimated to be less than \$500,000.
- Contracts, purchase orders and other written instruments relating to the acquisition of heating fuels and other heating, electrical, telephone, water and sewage utility services.

This delegation of authority includes the obligation to manage and administer the contracts in accordance with the terms therein and to seek guidance on any particularly sensitive or difficult

cases as appropriate, depending on the circumstances. This delegation of authority is effective immediately and will remain in effect as long as you hold the responsibilities associated with the Director of Purchasing Services, or until revoked by me. By exercising this authority you acknowledge that you have attended the required training and understand the scope and limitations of your delegation. I know you will use sound judgment in the execution of these responsibilities.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kirk H. Schulz".

Kirk H. Schulz
President

cc: Attorney General's Office
Finance and Administration