

August 10, 2015

Gretchen Eaker
Finance/Budget Manager
Washington State University Spokane
SAC 503N
Spokane, WA 99210-1495

Dear Ms. Eaker:

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 administer and execute the following contracts on behalf of Washington State University that are related to your duties as the Finance/Budget Manager for WSU Spokane, provided that all University policies and procedures and applicable laws in effect at the time of signature have been followed, and that you have attended all training required by the contracts and/or purchasing office:

Agreements related to the business and financial affairs of WSU Spokane, including but not limited to agreements for personal and professional services, and agreements for lodging, catering, events, camps, facilities, and entertainment, where the total costs to the University are estimated to be less than \$25,000.

Any agreement for goods or services exceeding the statutory "Direct Buy Limit" (currently \$10,000 but subject to change) must be competitively awarded or sole source justified through Purchasing 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 Finance/Budget Manager for WSU Spokane, 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 black ink, appearing to read 'D. Bernardo', with a long horizontal flourish extending to the right.

Daniel J. Bernardo, Ph.D.
Interim President

cc: Attorney General's Office
Finance and Administration
Purchasing Services