

November 17, 2017

John Shaheen
Director
Transportation Services
Washington State University
P.O. Box 645500
Pullman, WA 99164-5500

Dear Mr. Shaheen:

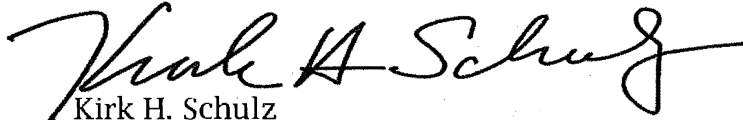
Pursuant to RCW 28B.10.528, and the authority conferred on me by the WSU Board of Regents, I delegate to you the authority to administer and execute the following contracts on behalf of Washington State University that are related to your duties as the Director for Transportation Services, provided that 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 Office, Purchasing Services, and the Washington Department of Enterprise Services, including periodic refresher trainings:

Template facility use agreements for the WSU Visitor's Center which have been preapproved by the Office of Finance and Administration and the Office of the Attorney General, and provided the agreement is in regards to activities within the scope of authority of the Real Estate Office and the value of the transaction is \$10,000 or less. Any changes to a preapproved template must be submitted to the Office of Finance and Administration and the Office of the Attorney General for review and approval.

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 for Transportation 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 black ink, appearing to read "Kirk H. Schulz". The signature is fluid and cursive, with a long horizontal stroke at the end.

Kirk H. Schulz
President

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