November 12, 2001

MEMORANDUM

TO: CSU Presidents
FROM: Charles B. Reed
       Chancellor

SUBJECT: Executive Order No. 793
         Public Works Contracts – Delegation of Authority

The attached Executive Order No. 793 replaces Executive Order No. 668 by raising the threshold for General Counsel endorsement on public works contracts (except public works related service agreements) to an amount determined pursuant to Public Contract Code Section 10108. Presently, that amount is $400,000. This executive order provides for campus approval and execution of public works contracts up to that amount. Despite the elimination of General Counsel endorsement, it is important that the campus satisfies itself in consultation with General Counsel that its minor capital outlay contract documents satisfy legal requirements. Also, certain other public works related requirements that were extant under Executive Order No. 668 have been eliminated in this executive order.

In accordance with the policy of the California State University, the campus president has the responsibility for implementing executive orders, where applicable, and for maintaining the campus repository and index for all executive orders.

Should you have any questions regarding the executive order, please contact Mr. J. Patrick Drohan, Assistant Vice Chancellor, Capital Planning, Design and Construction, at (562) 951-4090.

CBR:bn

Attachment

cc: Business Managers
    Chancellor's Office Department Heads
    Chancellor’s Office Executive Staff
    Chief Advancement Officers
    Directors, Plant Operations
    Executive Deans
    Procurement and Support Services Officers
    Trustees’ Audit Staff
    Vice Presidents, Administration
THE CALIFORNIA STATE UNIVERSITY
Office of the Chancellor
401 Golden Shore
Long Beach, California  90802-4210
(562) 951-4000

Executive Order No.: 793
Title: Public Works Contracts – Delegation of Authority
Effective Date: January 1, 2002
Supercedes: Executive Order No. 668

This Executive Order is issued pursuant to Sections 1 and 2 of Chapter III of the Standing Orders of the Board of Trustees of The California State University and by virtue of Section 10705 of the Public Contract Code.

Authority is hereby delegated to each president to execute and implement the following contracts on behalf of the Board of Trustees of The California State University under the provisions of the California State University Contract Law (Public Contract Code, Section 10700 et seq.) and subject to the conditions stated in this Executive Order:

A. Agreements, contracts or other documents necessary to carry through any approved state or non-state funded public works project, special repair projects, facility equipment (built-in) installations, if the estimated project cost does not exceed the value of a minor capital outlay project set pursuant to Public Contract Code, Section 10108. Presently, that value is $400,000. Agreements and contracts for projects when the estimated cost exceeds that value must be submitted to the Office of the Chancellor for review and approval.

B. The performance of a public works project with day labor when the total amount of the day labor does not exceed $20,000.

The Office of General Counsel must approve all service agreements in connection with a construction project (Public Contract Code, Section 10707).

This authority may be exercised on behalf of the Board of Trustees of the California State University under the provisions of the California State University Contract Law (Public Contract Code, Section 10700 et seq.). This authority is subject to all other applicable laws, policies, and procedures of the Board of Trustees, the Chancellor and designees, including those policies and procedures in the California State University Administrative Manual (SUAM). The Executive Vice Chancellor and Chief Executive Officer may further revise these delegations as may be necessary for legal, economic or policy reasons.

[Signature]
Charles B. Reed, Chancellor

Dated: November 12, 2001