

MEMORANDUM OF DELEGATION

CONTRACT AUTHORITY

TO: Garry Greenlee, Associate Director – Facility Operations

Warren Madden as Senior Vice President for Business and Finance delegated to me as Director of Recreational Services authority to sign certain contracts and to further delegate that authority.

Subject to the authority retained by the Board of Regents as set forth in ISU's Contracting Authority Policy (Non-Employment Related), I authorize you to sign the following on behalf of ISU:

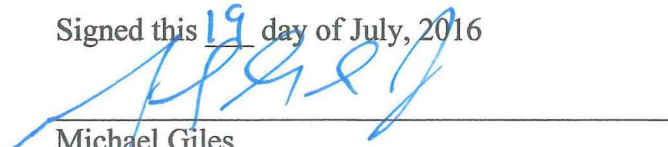
1. Agreements for short-term use of facilities managed by the Department of Recreational Services
2. Agreements for intermittent use of facilities managed by the Department of Recreational Services, such as agreements with Swim America and the City of Ames Park and Recreation Department
3. Agreements committing an ISU sport club to appear for a match where such agreement is co-signed by the ISU sport club

Your authority is limited as follows:

1. You may not sign any agreement for short-term use of ISU facilities that has a term longer than fourteen consecutive days.
2. You may not sign any agreement for intermittent use of ISU facilities that has a term longer than one year.
3. You may not sign any contract where the Chief Financial Officer or the Senior Vice President for University Services have determined that unusual circumstances exist requiring the attention of the Board of Regents.
4. You do not have authority to re-delegate your authority.

This delegation shall be effective so long as you remain in your position as Associate Director – Facilities Operations, unless revoked sooner by the President of Iowa State University, by the Chief Financial Officer, by the Senior Vice President for University Services, by me, or by my successor.

Signed this 19 day of July, 2016



Michael Giles
Director of Recreational Services

Send copies of completed delegations to:
Office of University Counsel
Assistant Vice President for Business Services