

RECOMMENDATION TO AWARD

TO: Facilities Business Office (FBO)

FROM: Director of Requesting Department ^x_____ (Print Name and Sign)

Project Name:

Project No:

eBuilder Project No:

The Department recommends the award of the contract for subject project to:

Contractor/Consultant Name:

Contract shall be for the following Amount(s):

Basic Bid Amount:

Bid Alternate X:

Other:

Total Contract Amount:
(Basic Bid + Alternates)

Contingency Amount:

Total Encumbrance Amount:
(Total Contract Amount + Contingency)

Unit Price :

Unit Price :

Fiscal Administrator Use	
The following documents are attached: <input type="checkbox"/> KFS Requisition Doc No. <input type="checkbox"/> CIP Encumbrance and Payment Form <input type="checkbox"/> Allotment Advice <input type="checkbox"/> e-Builder CAP	
Fiscal Administrator Name:	
Signature: x	Date: