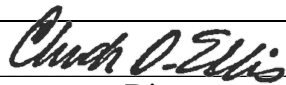


**User Department's Recommendation****User Department Name** \_\_\_\_\_**Recommended Bidder(s):** \_\_\_\_\_**Bidder 1:** \_\_\_\_\_  
Name/Amount**Project Amount This Term:** \_\_\_\_\_**Funding:****General** ☐ **Enterprise** ☐ **3 Digit Fund Code** \_\_\_\_\_**CIP Line Item No. (if applicable):** \_\_\_\_\_**Justification:**\_\_\_\_\_  
Name, Title\_\_\_\_\_  
Date  
\_\_\_\_\_  
Department Director\_\_\_\_\_  
Date