

**User Department's Recommendation**

**User Department Name** \_\_\_\_\_

**Recommended Bidder(s):** \_\_\_\_\_

**Bidder 1:** \_\_\_\_\_  
Name/Amount

**Project Amount This Term:** \_\_\_\_\_

**Funding:**

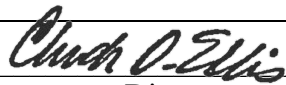
**General**  **Enterprise**  **3 Digit Fund Code** \_\_\_\_\_

**CIP Line Item No. (if applicable):** \_\_\_\_\_

**Justification:**

\_\_\_\_\_  
Name, Title

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Department Director

\_\_\_\_\_  
Date