

REQUEST FOR A/E or CONSTRUCTION CONTRACT/  
or AMENDMENT

Submitted By: \_\_\_\_\_

Department: \_\_\_\_\_

Dated Submitted: \_\_\_\_\_

Contract for: \_\_\_\_\_

Project Name: \_\_\_\_\_

Bid Waiver Approval: Date: \_\_\_\_\_ Approval Amount: \$ \_\_\_\_\_  
(if applicable)

Prepared by: \_\_\_\_\_  
Attorney Name Date Delivered

APPROVAL PROCESS:

Project Manager: \_\_\_\_\_