

Request for FP&C Concurrence in Design Contract Award / Amendment

Project Number: _____ Agency Name: _____
Project Name: _____ Agency Address: _____
Project Location: _____
Site Code: _____ Agency Contact: _____
Building ID: _____ Email: _____

To be completed by

The following information is attached and the _____ requests FP&C's concurrence in the award / amendment of the Design contract for:

_____ to _____ with an AFC of _____
(Total Proposed Fee) (Designer) (AFC)

CHECK BOX AND ATTACH SUPPORTING DOCUMENTATION AS APPLICABLE:

- Proposed Design Contract
** For Selection Board projects attach (Architects, Engineers, or Landscape Architects) Selection Board minutes.
- Proposed Design Contract Amendment (Amendment Number ____)
** Brief description of amendment _____

- Other _____

Agency: _____
(Agency Signature*)

(Type or Print Name)

Date: _____

**Agency Signature certifies that all provisions of the CEA have been met.*

AFTER CONCURRENCE PROVIDE COPIES OF ALL CONTRACTS / AMENDMENTS TO FPC UPON EXECUTION

To be completed by FP&C and returned to

- FP&C concurs in award / amendment of a Design Contract
(_____ must submit all invoices to FP&C for payment)
- FP&C does not concur in award / amendment of a Design Contract
Reason: _____

(_____ must resolve and then submit another Request for FP&C Concurrence in Design Contract Award)

FPC Project Manager: _____ Date: _____
(Signature)

Remit to: **FPC-CEA@la.gov**
Division of Administration Facility & Planning & Control
1201 N 3rd St. Suite 7-120
Baton Rouge, LA 70802