

<b>Subject</b>
<b>Department</b>
<b>Department Head Name</b>
<b>Department Signature</b>
<b>Project Manager Name</b>

<b>Date</b>
<b>Vendor Name</b>
<b>Contract Number</b>
<b>Contract Manager Name</b>
<b>Table of Contents Ref#</b>

Board Action					
Order	To	Date	Approval	Info	Other

Internal Approvals			
Order	Approval	Order	Approval

**PURPOSE:**

**DISCUSSION:**

LI Bus proposes to award Non-Competitive procurements in the following categories:

	# of Actions	Amount

LI Bus proposes to award Competitive procurement in the following categories:

LI Bus presents the following procurement actions for Ratification:

	<b>SUBTOTAL</b>	
	<b>TOTAL</b>	

**BUDGET IMPACT:** \_\_\_\_\_

**RECOMMENDATION:** \_\_\_\_\_