

Request for FP&C Miscellaneous Concurrence

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

To be completed by

Concurrence in Purchase of Equipment

The following information is attached and _____ requests FP&C's concurrence in purchasing equipment

from _____ in the amount of _____
(Supplier) \$ (Total Bid)

CHECK BOX AND ATTACH SUPPORTING DOCUMENTATION AS APPLICABLE:

- Equipment list with itemized costs (with specifications, if applicable)
- Certified proof of publication of advertisement for procurement
- Certified tabulation of bids or quotes with recommendation for acceptance

Miscellaneous Concurrence Request - use for testing, abatement, roofing reviews, etc.

- _____
- _____

Include itemized cost breakdowns for any services listed.

Agency: _____ Date: _____
(Agency Signature*)

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

(Type or Print Name)

To be completed by FP&C and returned to

- FP&C concurs
(_____ must submit all invoices to FP&C for payment)
- FP&C does not concur
Reason: _____
(_____ must resolve and then submit another Request for FP&C Miscellaneous Concurrence)
- FP&C concurs, with exceptions (see attachment)

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