**REQUEST FOR TASK ORDER**

Please select one of the options below:

**NEW** Task Order Request *(Per Labor Compliance Department, LOR and ENV requests must include PWC100 Information form)*

**REVISION** Task Order Request

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **TASK ORDER DETAILS:** | | | | | | | | | | | | |
|  |  | | | | | | | | | | | |
| **Contract No.:** |  | | |  | | **Task Order No.:** | | | |  | **REVISION No.:** | |
|  | | | | | | | | | | | | |
| **CONSULTANT:** |  | | | | | | | | | | | |
|  | | | | | | | | | | | | |
| **COLLEGE:** |  | | | | | | | | | | | |
|  | | | | | | | | | | | | |
| **Project Name:** |  | | | | | | | | | | | |
|  | | | | | | | | | | | | |
| **FINANCIAL ID:** |  | |  | | **PROJECT No.:** | | | |  | **gL No.:** | | |
|  | | | | | | | | | | | | |
| **Effective DateS OF THIS TASK ORDER:** | |  | | | | |  | **THROUGH:** | | | |

**SCOPE AND REFERENCES**

|  |
| --- |
| **sCOPE OF sERVICES:** |
|  |
|  |
| **list of reference documents/ proposal attached to this request:** |
|  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **COMPENSATION SUMMARY:** | | | | |
|  | | | | |
| **BASIC sERVICES FEE:** | **$** | **fixed fee** | **hourly fee** | **unit-based** |

|  |  |  |
| --- | --- | --- |
| **Reimbursable(s)** *(if applicable)***:** | **$** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Total Amount of this REQUEST:** | **$0.00** | *(Right click, Update Total Field)* | **Cost Event/Budget in place** |

|  |
| --- |
| **- ALL REQUESTS ARE PROCESSED WITHIN 5 TO 10 BUSINESS DAYS FROM THE DATE WORKFLOWED TO THE CONTRACTS DEPARTMENT-** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PREPARED By:** |  |  |  |  |
|  |  | **NAME** |  |  |