**2016 Edition**

**SE-600**

**REQUEST TO AWARD MULTIPLE PROFESSIONAL SERVICES INDEFINITE DELIVERY CONTRACTS FOR THE SAME SERVICES**

**AGENCY:**

**PROJECT NUMBER:**

**DESCRIPTION OF SERVICES:** *(Insert description of services by State license/registration type and area of expertise, e.g. Professional Engineering services – Structural Engineering)*

**NUMBER OF CONTRACTS TO BE AWARDED:** Agencyhereby request permission to award more than five (5) contracts for Indefinite Delivery of the services identified above. In support of this request, agency submits the following:

1. **Justification of Need:** *(Agency to provide description of why they have a need to award more than five Professional Services Indefinite Delivery Contracts for the services identified above.)*

1. **Minimum Number of Awards Necessary to Meet Agency Needs:**

**BY:**  **DATE:**

*(Signature of Agency Procurement Officer/Project Manager)*

**Print Name:**       **Title:**

**Office of State Engineer Approval:** OSE hereby approves the Agency’s request to award multiple contracts for Indefinite Delivery of the services identified above. Agency may only make the number of awards set forth above and must set forth the number of intended awards in the Invitation for Professional Services Indefinite Delivery Contract.

**APPROVED BY:** **DATE:**

*(OSE Project Manager)*

**SUBMIT TO OSE:** One copy of this form.