

Procurement Agency Activity Report

Reporting Agency: _____

Item & Category	Method	# Bids	Original Contract Amount	Fund Source	BPW Award Approval Date and Agenda Item
Using Agency			Contractor Name, City State		Contract Identifier & Project Title
Description/Remarks (Include reasons for contract modifications, if applicable, and indicate if extension or renewal option)					
Complete Below - Contract Modifications Only					
Modification Date:	Modification No. and \$ Value of Mod.	% Increase this Mod to Original Contract	Cumulative % Increase All Mods to Original Contract	New Contract Amount	

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Legend Contract Category: C = Construction; C-MOD = Construction Modification; S = Service; S-MOD = Service Modification; M = Maintenance; M-MOD = Maintenance Modification; AE = A/E Service; AE-MOD = A/E Service Modification; E = Equipment; E-MOD = Equipment Modification; I = Invoice.

Procurement Method: 1 = Competitive Sealed Bidding; 2 = Competitive Sealed Proposals; 3 = Negotiated Award; 4 = Sole Source; 5 = Emergency Procurement; 6 = Small Procurement; 7 = Preference Purchase; 8 = A/E Act; 9 = Exercise of Option Contained in Original Contract