*Contact: [First and Last Name] [###-###-####]*

*[contact email]*

**-[X]-TOA. [CATEGORY OF WORK]**

 ***[Department, Office]***

***Recommendation:*** That the Board of Public Works approve the award of the following Task Orders/Purchase Orders under previously approved Master Contracts.

***Authority*:** State Finance and Procurement Article,

Annotated Code of Maryland, § 13-113; COMAR 21.05.13.06

***Procurement Method:*** Task Order/Purchase Order under Master Contract

***1.0 Master Contract:*** [Master Contract Title]

 *Approved:* [Agenda Item and Meeting Date when Master was approved]

 *Term:* [mm/dd/yyyy – mm/dd/yyyy of MASTER CONTRACT]

***1.1*** ***Using Agency:***

***Description:***

 ***Award:***

 ***Number of Qualified***

 ***Master Contractors:***

 ***Number of Bids:***

 ***Amount:***

***Term:***

*.* ***MBE/VSBE Participation*:**

***Resident Business:***

***Fund Source*:**

***Agency Remarks:***

**BOARD OF PUBLIC WORKS ACTION** *(tab twice)* **THIS ITEM WAS:**

**APPROVED DISAPPROVED DEFERRED WITHDRAWN**

**WITH DISCUSSION WITHOUT DISCUSSION**