

# Purchase Requisition Worksheet

To save this document, select File - Save As and give the PDF document a descriptive name (e.g., PR title with your org code).

1. Purchase Request Title  2. FBMS Req #   
 (Admin Use Only)

3. PR Type  4. Requestor Name  2a. Version #

5. Requesting Office  4a. Requestor Signature & Date  6. Requestor Phone

7. Issuing Office  9. Supervisor Name  10. Attachments - as applicable

8. Purchasing Group  9a. Supervisor Signature & Date   Statement of Work  
 Specifications

11. Sugg COR  12. CFA Name   Drawings/Maps/Illustrations  
 FA Documents (SPI, T&C)

13. Delivery Date  12a. CFA Signature & Date   IAA Document (EAD, T&C, Budget)

13a. Period of Performance From  To  14. Ship To   Technical Evaluation Criteria  
 Justification for Non- Comp Req

15. GSA Contract #  16. IA Agreement #   Independent Gov't Estimate  
 Other - indicate in Remarks below

17. FA Agreement #  18. Existing Contract #

Line Number	19. Description	20. Item Cat.	21. Qty	22. Unit	23. Unit Price	24. Extended Price	25. Commitment Item (BOC)	26. User Product Code	27. Action Type
Line 1	Task 1: Kick-off Meetings and Project Management Plan (two weeks)	D	1	AU	\$ (b) (4)		252R	R4990100	1
Line 2	Task 2: Scoping Meetings and Scoping Report (3 months)	D	1	AU	\$ (b) (4)		252R	R4990100	1
Line 3	Task 3: Develop Draft EIS (3 months)	D	1	AU	\$ (b) (4)		252R	R4990100	1
Line 4	Task 4: Public Comment Meetings (2 months)	D	1	AU	\$ (b) (4)		252R	R4990100	1
Line 5	Task 5: Final EIS Development (4 months)	D	1	AU	\$ (b) (4)		252R	R4990100	1
Line 6	Task 6: Draft Record of Decision (2 months)	D	1	AU	\$ (b) (4)		252R	R4990100	1
Line 7	Task 7: Administrative Record (ongoing)	D	1	AU	\$ (b) (4)		252R	R4990100	1
Line 8	OPTIONAL TASKS 1-6	D	1	AU	\$ (b) (4)		252R	R4990100	1
See Page 2 if additional lines are necessary.					28. Total	(b) (4)			

29. Line Number(s)	30. Percent /Amount	31. Cost Center (Example: LLAKXXXXXX)	32. Functional Area (Example: LXXX0000.XX0000)	33. Fund (Example: XXX, 12X)	34. WBS (Example: LXSSXXL0000)	35. SAF
1	(b) (4)	LLAK930000	L13100000.DB0000	18X		N
2	(b) (4)	LLAK930000	L13100000.DO0000	18X		N
3	(b) (4)	LLAK930000	L13100000.DP0000	18X		N
4	(b) (4)	LLAK930000	L13100000.DP0000	18X		N
5	(b) (4)	LLAK930000	L13100000.DQ0000	18X		N

# Purchase Requisition Worksheet

Line Number	19a. Description	20a. Item Cat.	21a. Qty	22a. Unit	23a. Unit Price	24a. Extended Price	25a. Commitment Item (BOC)	26a. User Product Code	27a. Action Type
Line 9									
Line 10									
Line 11									
Line 12									
Line 13									
Line 14									
Line 15									
Line 16									
Line 17									
Line 18									
Line 19									
Line 20									
Line 21									
Line 22									
Line 23									
Line 24									
Line 25									

PR Totals on Page 1

36. Suggested Vendors

BPA F17PA00026, F17PA00027, F17PA00028

37. Remarks and/or Additional Information

POC Nicole Hayes; Phone (907) 271-4354

Additional lines continued from page 1:

Line Number(s)	Percent /Amount	Cost Center	Functional Area	Fund	WBS	SAF
6	(b) (4)	LLAK930000	L13100000.DR0000	18X		N
7	(b) (4)	LLAK930000	L13100000.DB0000	18X		N
8	(b) (4)	LLAK930000	L13100000.DP0000	18X		N