

**** Email completed forms to State.Architect@tn.gov. Begin subject line with "Delegation Form". ****

Transmittal and Checklist for Delegated Approval Authority – (2.04.C.1)

Approval of Consultant Contract Amendments

- This amendment extends the term and the original contract specifically allows for extensions of term OR this amendment does not affect the term

- This amendment includes an increase in the maximum liability of the contract and the increase in funding is proportionate to the original funding amount and from a funding source identical to or substantially similar to the original funding source OR this amendment does not affect the maximum liability

- Back-up attached (Project lead sheet, SBC minutes, SBC-1s, other relevant back-up materials, such as prior approvals and back-up documentation or executive summaries)

Project Name: _____

Project SBC#: _____

Submitting SPA: _____

SPA Authorized Representative: _____

(I attest to the above)

Date

Approved:

Ann McGauran, State Architect

Date

Not approved and rationale: _____

Chad Kimes, Delegate of the
Commissioner of Finance & Administration

Date

Not approved and rationale: _____