

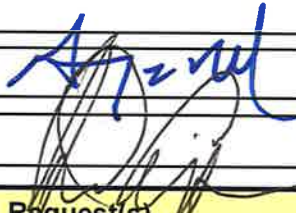
IMMEDIATE NEED REQUEST

2017-18

Approved in
Cabinet
8/8/17

Ben Smogus



Requested by: (Unit, Department, Division or Vice President)					
		Date to VP:			
Location	(Fill-in)	Reviewed By (Signature):			
Department or Unit:	Transportation			Date to Cabinet:	
Division:	Facilities Planning & Management			Outcome:	
Vice President:	Administrative Services				
Budget Request(s)	Justification for Request(s)	Funds Requested **			Funding
(List in Priority Order)	An "Immediate Need" is a shortfall in funding that, unless funded immediately, could cause a program to cease to function.	Amount	One-time	Ongoing	Approved
1. Student Shuttle Lot M Fall and Spring Semester's 2017-2018	Shuttle students from lot M to Mt. Sac Way Monday thru Thursday. First two weeks there will be two busses daily. The third week thru the semester there will only be one bus.	\$67,275.00	X		
Account Number(s):	11900-623000-561000-649000				
2.					
Account Number(s):					
3.					
Account Number(s):					

** Please provide documentation to support the amount requested, such as price quotes from vendor, copy of catalog, etc. Also, include any ancillary costs, such as maintenance, annual software upgrades, etc.