

**\*\* Email completed forms to [State.Architect@tn.gov](mailto:State.Architect@tn.gov). Begin subject line with "Delegation Form". \*\***

**Transmittal and Checklist for Delegated Approval Authority – (2.04.B.5)**

**Approval of a Bid that Exceeds Approved MACC**

- Funds are available within the existing project to fund the bid and other components of the project, including future subprojects, without the need for additional funds
  
- Back-up attached (Project lead sheet from minutes, SBC-1s, other relevant back-up materials, such as Bid Tab forms, prior approvals and back-up documentation or executive summaries)

Project Name: \_\_\_\_\_

Project SBC#: \_\_\_\_\_

Submitting SPA: \_\_\_\_\_

SPA Authorized Representative: \_\_\_\_\_

**Approved:**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Ann McGauran, State Architect

\_\_\_\_\_  
Date

Not approved and rationale: \_\_\_\_\_