



MPA 230 Request For Staff Form

Questions - Contact: Debra St. Hilaire, MPA Administrator, 574-9212 debbiec@doit.ri.gov
Send to: Debra St.Hilaire, MPA Coordinator, at 401-574-9212 (voice), 401-574-9230 (fax), One Capitol Hill, 4th floor,
Division of Information Technology, Department of Administration, Providence RI, 02908

General Information

Project Name

Agency Information

Agency Name Phone Number

Contact Person Fax

Contact Email Ship To: Address:

Project Details

Brief Description (200 words +/-)

Name and/or Link to Full Scope Document(s), Non-Competitive Justification and other comments:

Requested Roles:

List each position by name as it appears in MPA 230 Roles:

Timeline

Request Submission Date Request Receipt Date

Bid Publish Date Bid Due Date

Interview Dates (if applicable) Award Date

Estimated Start Date Estimated Completion Date

Sponsor Name
Printed: _____ DOIT Agency IT Manager Name
Printed: _____

Sponsor Name
Signature: _____ DOIT Agency IT Manager Name
Signature: _____