Purchase Change Request

Marshall University
Office of Purchasing
One John Marshall Drive
Huntington, WV 25755-4100

Order # MU14DRYCLEAN

FY	Buyer	Date	Account	P.O. Date	Contract
2019	AD	10/16/2018	Various	10/01/2013	MU14DRYCLEAN

Document
- ☐ Requisition (Cancellation only)
- ☐ Regular Purchase Order
- ☐ Contract Purchase Order
- ☑ Open End Contract Purchase
- ☐ Agreement

Document Action
- ☐ Cancellation
- ☐ Increase/Decrease
- ☐ Unused Balance
- ☐ Freight
- ☑ Renewal
- ☐ Extension Error
- ☐ Error in Total Amount
- ☐ Change of Account
- ☐ Change of Vendor Name/Address
- ☐ Other

Vendor Name, Address, Phone #, etc. | Vendor Code

WV Cleaners Inc DBA White Way
1001 Hal Green Blvd
Huntington, WV 25701

Ph# 304-523-0171 Fax FEIN# 55-0698452

BOG Unit Name & Address
Marshall University
Office of Purchasing
One John Marshall Drive
Huntington, WV 25755-4100

Item#	Quantity	Description of Change	Unit Price	Extended Price
		Change Order # 3 To renew the contract according to all terms, conditions, and specifications contained in the original contract including all authorized change orders. Price increases are contained in the attached documentation. **DRY CLEAN LAUNDRY SERVICES** Effective Date(s): 10/01/2018 – 09/30/2019 Renewal No. 5 Renewals Remaining: 4 of 9		

Reason for Change: Contract Renewal

Previous Total	$	Open End
Increase	$	
Decrease	$	
New Total	$	Open End

Approved: Tracy Brumfield 10/19/18
Authorized Signature Date

N/A
Attorney General if required Date

BOG 79

DRY CLEANING SERVICES (Attachment A)

CLOTHING ITEMS	UNIT COST	
	Current Prices	**New Prices**
Shirt	$2.35	**$2.42**
Blouse	$7.15	**$7.36**
Dress	$14.03	**$14.45**
Slacks	$6.75	**$6.95**
Skirts	$6.99	**No Change**
2 Piece Suit	$14.33	**$14.75**
3 Piece Suit	$16.76	**$17.26**
Sport Coat	$7.51	**$7.73**
Jacket-Light	$9.08	**$9.35**
Sweater	$7.01	**$7.22**

HOUSEHOLD ITEMS	UNIT COST	
	Current Prices	**New Prices**
Drapes – priced per pleat	$2.14 – $3.21	**$2.03 – $3.05**
Bedspreads	$25.75 – $37.54	**$23.35 – $34.05**

Other items will be added per acceptable quote from the vendor. Amount of Commission: 10%

MAT AND SCRAPER SERVICES (Attachment B)

MAT SIZE	UNIT COST	
	Current Prices	**New Prices**
3 x 5	$4.30	**$3.68**
3 x 7	$3.17	**No Change**
3 x 10	$5.30	**$5.45**
4 x 6	$3.47	**$4.42**
4 x 8		**$5.52**
5 x 8	$4.89	**$6.23**
5 x 10	$6.11	**$7.87**
5 x 12	$7.30	**$9.41**
6 x 10	$8.46	**$10.90**
6 x 12	$10.14	**$13.07**

SCRAPER SIZE	UNIT COST	
	Current Prices	**New Prices**
3 x 5	$4.30	**$2.71**
4 x 6	$3.47	**$4.07**

Other sizes will be added per acceptable quote from the vendor.