Purchase Change Request

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

Order # MU18SCLAWN co2

FY	Buyer	Date	Account	P.O. Date	Contract
19	HRS	7/11/2018	VARIOUS	8/1/2017	

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 550643227

Terracare Inc.
374 Kanawha Salines Dr.
Madlen, WV 25306

Ph# 304-925-4751 Fax FEIN# 550643227

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 # 2 To renew the contract according to all terms conditions and specifications contained in the original contract including all authorized change orders. Prices are contained in the following document. **Lawn Care SERVICES** Effective Dates: August 1, 2018 thru July 31, 2019 Renewal: 1 of 4 Remaining Renewals: 3 Contract renewal		

Reason for Change: Contract renewal

Previous Total	$	OPEN-END
Increase	$	
Decrease	$	
New Total	$	OPEN-END

Approved: Tracy Bromblett 7/12/18

Authorized Signature — Date

N/A

Attorney General if required — Date

Pricing

Unit 1 - Administrative Building, Academic Center Building, and Entranceway/ Access Road	$ 1,225.00/per month $14,700.00 / year
Unit 2 – Staunton School Hillside	$ 225.00/ea (6 times/year) $1,350.00 / year
Unit 3 – Library Lot and Hillside	$ 375.00/ea (4 times/year) $ 1,500.00 / year