


Purchase Change Request					Marshall University Office of Purchasing One John Marshall Drive Huntington, WV 25755-4100		Order # MU19MEDIABUY		
FY 2020	Buyer JH	Date 9/30/2019	Account	P.O. Date 1/7/2019	Contract MU19MEDIABUY				
Document <input type="checkbox"/> Requisition (Cancellation only) <input type="checkbox"/> Regular Purchase Order <input type="checkbox"/> Contract Purchase Order <input checked="" type="checkbox"/> Open End Contract Purchase <input type="checkbox"/> Agreement			Document Action <input type="checkbox"/> Cancellation <input checked="" type="checkbox"/> Increase/Decrease <input type="checkbox"/> Unused Balance <input type="checkbox"/> Freight <input type="checkbox"/> Renewal <input type="checkbox"/> Extension Error						<input type="checkbox"/> Error in Total Amount <input type="checkbox"/> Change of Account <input checked="" type="checkbox"/> Change of Vendor Name/Address <input type="checkbox"/> Other
Vendor Name, Address, Phone #, etc. SPI Productions Inc 4752 Euclid Road Virginia Beach, VA 23462				Vendor Code		BOG Unit Name & Address Marshall University Office of Purchasing One John Marshall Drive Huntington, WV 25755-4100			
Ph# 757-473-8152		Fax		FEIN# 833966155					
Item#	Quantity	Description of Change				Unit Price	Extended Price		
		<p style="text-align: center;">Change Order # <u>2</u></p> <p>To amend the contract according to all terms, conditions, and specifications contained in the original contract and all authorized change orders as per the information below and on the following pages.</p> <p>To add the "Friday Night Lights Tour" promotion as it was inadvertently omitted from the original agreement.</p> <p>Friday Night Lights Tour: \$105,000.00</p> <p>And to change the Vendor name and FEIN</p> <p>Vendor name and FEIN changed from: Seventh Point Inc - 541315078 To read as: SPI Productions Inc - 833966155</p> <p>Effective Date of Changes: 9/30/2019</p>							
Reason for Change: To add the "Friday Night Lights Tour" promotion as it was inadvertently omitted from the original agreement and to change the Vendor name and FEIN.						Previous Total	\$ OPEN-END		
						Increase	\$		
						Decrease	\$		
						New Total	\$ OPEN-END		

Approved: Angela White Negl 9/30/19
 Authorized Signature Date

N/A

Attorney General if required Date

Vendor: SPI Productions Inc

Organization Name

Item #	Quantity	Unit	Description	Unit Price	Amount
			<p>Friday Night Lights Tour - Flat Bed</p> <p>Marshall University Brand Ambassadors will tour the state of West Virginia visiting six high school football games and make stops in each town's high visibility attractions and/or events to bring the atmosphere of Marshall University directly to high school students and their parents.</p> <ul style="list-style-type: none">• Brand Ambassadors will set-up a photo booth opportunity where users can have their photo taken with the Marshall backdrop, and upload to social media sites, creating excitement among their peers.• Marshall receives email addresses of photo participants for follow-up communication and recruitment efforts. <p>Tour Consists of:</p> <ul style="list-style-type: none">• Number of Friday Night Events: 6 consecutive weekends• Total number of schools impacted: 12• 6 stops at targeted high school football games• 3 events per weekend:<ul style="list-style-type: none">• Friday Night Lights• Saturday Area Event• Sunday Area Event <p>Cost: \$105,000.00</p> <p>Includes: Trailer Construction, Custom Trailer Cover, Graphic Printing, Labor, Travel, Photography, Permitting, Truck Rental, Onsite Management, Brand Ambassadors.</p>		

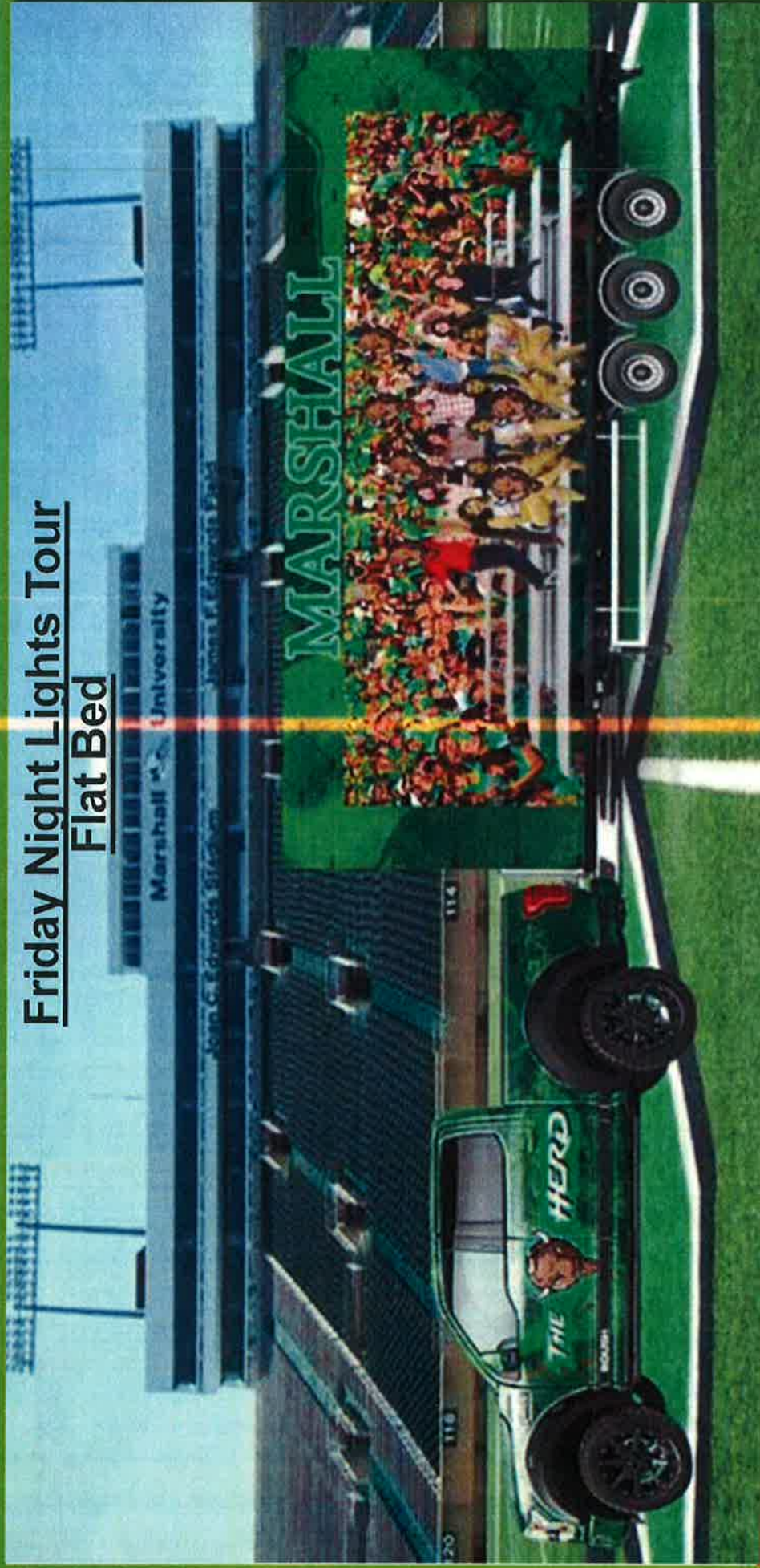


MARSHALL UNIVERSITY

FRIDAY NIGHT LIGHTS TOUR

SEVENTH POINT

Friday Night Lights Tour Flat Bed



SEVENTH POINT

Marshall University Friday Night Lights Tour - Flat Bed

Marshall University Brand Ambassadors will tour the state of West Virginia visiting six high school football games and make stops in each town's high visibility attractions and/or events to bring the atmosphere of Marshall University directly to high school students and their parents.

- Brand Ambassadors will set-up a photo booth opportunity where users can have their photo taken with the Marshall backdrop, and upload to social media sites, creating excitement among their peers.
- Marshall receives email addresses of photo participants for follow-up communication and recruitment efforts.



SEVENTH POINT

Marshall University Friday Night Lights Tour- Flat Bed

Tour Consists of:

- Number of Friday Night Events: 6 consecutive weekends
- Total number of School impacted: 12
- 6 stops at targeted high school football games
- 3 events per weekend:
 - Friday Night Lights
 - Saturday Area Event
 - Sunday Area Event

Cost: \$105,000

- Includes: Trailer Construction, Custom Trailer Cover, Graphic Printing, Labor, Travel, Photography, Permitting, Truck Rental, Onsite Management, Brand Ambassadors.



SEVENTH POINT



Office of Purchasing

July 1, 2019

Zonnia Fadely
SPI Productions
4752 Euclid Road
Virginia Beach, VA 23462

Re: Name change of Contract #MU19MEDIABUY

Dear Ms. Fadely:

This letter is to authorize the vendor name change for contract MU19MEDIABUY from Seventh Point Inc. to SPI-Productions Inc. SPI-Productions will continue to provide services all in accordance to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders.

If you have any questions, please feel free to call me at 304-696-3157.

Sincerely,

Tracey Brown-Dolinski
Assistant Director of Purchasing

I agree to above change for current contract # MU19MEDIABUY.

☒ Yes ☐ No

☐ No, subject to the following changes indicated below or in the attached letter.

Signature

7-1-2019
Date

Zonnia Fadely

Printed Name

Accounting

Title

Comments: _____

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