Purchase Change Request

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

Order # MU19MAINT

FY	Buyer	Date	Account	P.O. Date	Contract
22	MW	03/31/2022	Various	01/25/2019	MU19MAINT

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 310620970

Atalian Global Services
PO Box 74008995
Chicago, IL 60674-8995

Ph# 304-962-2818 Fax FEIN# 31-0620970

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 # 10 Janitorial Services To amend the MU19MAINT contract according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders. This change order is to update the pricing sheet to reflect the price increase Marshall agreed to on November 1, 2022. Effective Date: November 1, 2021		

Reason for Change: Contract Price Increase

Previous Total	$	Open end
Increase	$	
Decrease	$	
New Total	$	Open end

Approved: Angela White Negly 4/1/22
Authorized Signature Date

N/A
Attorney General **if** required Date

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