

# Purchase Change Request



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

**Order #**  
MU20DINING

FY 23	Buyer JH	Date 2/23/2023	Account Various	P.O. Date 3/1/2019	Contract MU20DINING
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<b>Document</b> <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	<b>Document Action</b> <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 type="checkbox"/> Change of Vendor Name/Address <input type="checkbox"/> Other
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Vendor Name, Address, Phone #, etc. <b>Sodexo America LLC</b> 9801 Washington Blvd. Gaithers, MD 20878	Vendor Code <b>522208632</b>	BOG Unit Name & Address Marshall University Office of Purchasing One John Marshall Drive Huntington, WV 25755-4100
Ph# 304-981-4000	Fax	FEIN# 522208632

Item#	Quantity	Description of Change	Unit Price	Extended Price
		<p align="center"><b>Change Order # 15</b></p> <p>To amend the contract according to all terms, conditions, pricing, and specifications contained in the original contract and all authorized change orders.</p> <p align="center"><b>FOOD SERVICE</b></p> <p>To include a pricing increase for Chick-Fil-A per the attached documentation. The new pricing will become effective 2/6/2023.</p> <p>Contract Effective Dates: 8/16/2022 - 8/15/2023</p>		

Reason for Change: To include a pricing increase for Chick-Fil-A per the attached documentation.	Previous Total	\$ OPEN-END
	Increase	\$ _____
	Decrease	\$ _____
	New Total	\$ OPEN-END

Approved: Michelle Wheeler 2/23/2023  
 Authorized Signature Date

N/A  
 Attorney General if required Date



Student Center Operations

**MEMORANDUM**

TO: Michelle Wheeler  
Interim Director  
Office of Purchasing

FROM: William "Tootie" Carter *TC*  
Director, Student Center Operating

DATE: February 3, 2023

SUBJECT: Contract Change Order – Sodexo, Inc.  
Contract MU20-DINING

Please initiate the above referenced contract under the same terms and conditions as the original contract to include the below change order.

- Retail Prices Increase – Chick-Fil-A (see attached)

These mandatory prices become effective February 6, 2023.

Thank you.

cc: B. Jacobs-Jones

**WE ARE... MARSHALL.**

Category	Menu Item Name	New Prices 10.16.2022	Pricing Effective 2.6.2023
Breakfast Items	Biscuit w/ Bacon	2.89	3.19
Breakfast Items	Biscuit w/ Bacon & Egg	3.49	3.79
Breakfast Items	Biscuit w/ Chick-fil-A Chicken	3.55	3.79
Breakfast Items	Biscuit w/ Jelly	1.49	1.65
Breakfast Items	Chick-n-Minis (4)	4.55	4.85
Breakfast Items	Chick-n-Minis (10)	11.35	12.09
Breakfast Items	Hash Browns	1.55	1.69
Breakfast Items	Spicy Chicken Biscuit	3.85	3.99
Desserts	Cookie, 1	1.65	1.65
Desserts	Cookie, 6	9.19	9.19
Desserts	Fudge Chunk Brownie	2.25	2.25
Desserts	Frosted Lemonade, Small	4.35	4.59
Desserts	Frosted Lemonade, Diet, Small	4.35	4.59
Desserts	Frosted Coffee, Small	4.35	4.59
Desserts	Icedream Cone, Small	1.69	1.89
Desserts	Icedream Cup, Kids	1.35	1.43
Desserts	Milkshake Small, Chocolate	4.45	4.69
Desserts	Milkshake Small, Cookies & Cream	4.45	4.69
Desserts	Milkshake Small, Strawberry	4.45	4.69
Desserts	Milkshake Small, Vanilla	4.45	4.69
Drinks	Bottled Water	2.25	2.35
Drinks	Average Soft Drink, Medium	2.19	2.35
Drinks	Average Soft Drink, Large	2.59	2.79
Drinks	Iced Tea, Medium	2.19	2.35
Drinks	Iced Tea, Large	2.59	2.79
Drinks	Unsweetened Tea, Medium	2.19	2.35
Drinks	Unsweetened Tea, Large	2.59	2.79
Drinks	Lemonade, Medium	2.55	2.75
Drinks	Lemonade, Large	2.95	3.19
Drinks	Diet Lemonade, Medium	2.55	2.75
Drinks	Diet Lemonade, Large	2.95	3.19
Drinks	Iced Tea/Lemonade, Medium	2.55	2.75
Drinks	Iced Tea/Lemonade, Large	2.95	3.19
Drinks	Iced Tea/Diet Lemonade, Medium	2.55	2.75
Drinks	Iced Tea/Diet Lemonade, Large	2.95	3.19
Drinks	Unsweetened Tea/Lemonade, Medium	2.55	2.75
Drinks	Unsweetened Tea/Lemonade, Large	2.95	3.19
Drinks	Unsweetened Tea/Diet Lemonade, Medium	2.55	2.75
Drinks	Unsweetened Tea/Diet Lemonade, Large	2.95	3.19
Drinks	Orange Juice, Simply Orange	2.95	3.15
Drinks	Iced Coffee-Original, Small	3.29	3.39
Drinks	Iced Coffee-Vanilla, Small	3.29	3.39
Drinks	Water, Small	0	0
Drinks	Water, medium	0.29	0
Entrees (a la carte)	Chick-fil-A Sandwich	4.85	5.09
Entrees (a la carte)	Chick-fil-A Sandwich Deluxe w/ Amer	5.55	5.79
Entrees (a la carte)	Chick-fil-A Sandwich Deluxe w/ Pjack	5.55	5.79
Entrees (a la carte)	Chick-fil-A Sandwich Deluxe w/ Colby Jack	5.55	5.79
Entrees (a la carte)	Chick-fil-A Sandwich w/ Lettuce & Tomato	5.25	5.49
Entrees (a la carte)	Grilled Chicken Sandwich	6.49	6.75
Entrees (a la carte)	Grilled Chicken Club w/ Colby Jack	8.19	8.59
Entrees (a la carte)	Grilled Chicken Club w/ American	8.19	8.59
Entrees (a la carte)	Grilled Chicken Club w/ Pjack	8.19	8.59
Entrees (a la carte)	Grilled Nuggets (8)	5.69	5.99
Entrees (a la carte)	Grilled Nuggets (12)	8.19	8.45
Entrees (a la carte)	Grilled Nuggets (30)	20.45	21.09

Entrees (a la carte)	Nuggets (8)	4.85	5.19
Entrees (a la carte)	Nuggets (12)	6.85	7.09
Entrees (a la carte)	Nuggets (30)	22.19	17.69
Entrees (a la carte)	Salad, Cobb	9.49	9.55
Entrees (a la carte)	Salad, Cobb w/ Nuggets	9.49	9.55
Entrees (a la carte)	Salad, Cobb w/ Spicy	9.49	9.55
Entrees (a la carte)	Salad, Cobb w/ Grilled Nuggets	9.49	9.55
Entrees (a la carte)	Salad, Market w/ Cold Grilled Filet	9.69	9.75
Entrees (a la carte)	Salad, Spicy SW w/ Spcy Grld Filet	9.69	9.75
Entrees (a la carte)	Spicy Chicken Sandwich	5.25	5.39
Entrees (a la carte)	4ct Spicy Chicken Sandwich	22	22.26
Entrees (a la carte)	Spicy Chicken Sandwich Deluxe w/ Amer	5.95	6.09
Entrees (a la carte)	Spicy Chicken Sandwich Deluxe w/ Pjack	5.95	6.09
Entrees (a la carte)	Spicy Chicken Sandwich Deluxe w/ Colby Jack	5.95	6.09
Entrees (a la carte)	Spicy Chicken Sandwich w/ Lettuce & Tomato	5.65	5.79
Entrees (a la carte)	Wrap, Grilled Chicken Cool	7.79	8.29
Meals	Meal - Chick-fil-A Sandwich	8.55	9.19
Meals	Meal - Chick-fil-A Sandwich Deluxe w/ Amer	9.25	9.89
Meals	Meal - Chick-fil-A Sandwich Deluxe w/ Pjack	9.25	9.89
Meals	Meal - Chick-fil-A Sandwich Deluxe w/ Colby	9.25	9.89
Meals	Meal - Chick-fil-A Sandwich w/ Lettuce & Tomato	8.95	9.59
Meals	Meal - Nuggets (8)	8.55	9.29
Meals	Meal - Nuggets (12)	10.55	11.15
Meals	Meal - Grilled Chicken Sandwich	10.29	10.85
Meals	Meal - Grilled Club w/ Colby Jack	11.99	12.39
Meals	Meal - Grilled Club w/ Amer	11.99	12.39
Meals	Meal - Grilled Club w/ Pjack	11.99	12.39
Meals	Meal - Grilled Nuggets (8)	9.55	10.09
Meals	Meal - Grilled Nuggets (12)	11.99	12.55
Meals	Meal - Spicy Chicken Sandwich	8.95	9.49
Meals	Meal - Spicy Chicken Sandwich Deluxe w/ Amer	9.65	10.19
Meals	Meal - Spicy Chicken Sandwich Deluxe w/ Pjack	9.65	10.19
Meals	Meal - Spicy Chicken Sandwich Deluxe w/ Colby	9.65	10.19
Meals	Meal - Spicy Chicken Sandwich w/ Lettuce & Tomato	9.35	9.89
Meals	Meal - Wrap, Grilled Chicken Cool	11.59	12.39
Miscellaneous Items	Toasted Bun with Cheese	1.55	1.64
Miscellaneous Items	Cheese, American	0.3	0.3
Miscellaneous Items	Cheese, Pepper Jack	0.3	0.3
Miscellaneous Items	Cheese, Colby Jack	0.3	0.3
Miscellaneous Items	White Bun	0.25	0.25
Miscellaneous Items	Multigrain Brioche Bun	0.55	0.55
Miscellaneous Items	Gluten Free Bun	1.7	1.7
Outside Sales	OS-Cookie, 1	2.15	2.15
Outside Sales	OS-Cookie, 6	11.95	11.95
Side Items	Breakfast Meal Upgrade, Fruit Cup	2.6	2.75
Side Items	Breakfast Meal Upgrade, Grk Yogurt	4.59	4.86
Side Items	Fruit Cup, Medium	3.99	4.19
Side Items	Fruit Cup, Large	5.75	6.09
Side Items	Lettuce	0.2	0.2
Side Items	Meal Upgrade, Medium Fruit Cup	1.64	1.64
Side Items	Meal Upgrade, Side Salad	1.64	1.64
Side Items	Side Salad	3.99	4.25
Side Items	Tomato	0.2	0.2
Side Items	Waffle Fries, Medium	2.35	2.59
Side Items	Waffle Fries, Large	2.75	2.99
Side Items	Potato Chips, Waffle Cut	2.09	2.09
Side Items	Greek Yogurt Parfait, Cookie	4.75	4.85
Side Items	Greek Yogurt Parfait, Granola	4.75	4.85

Drinks	Iced Tea Gallon	6.5	8.5
Drinks	Unsweeten Ice Tea Gallon	6.5	8.5
Drinks	Tea/Lemonade Gallon	10.5	13.75
Drinks	Unsweeten Tea/Lemonade Gallon	10.5	13.75
Drinks	Unsweeten Tea/Diet Lemonade Gallon	10.5	13.75
Drinks	Tea/Diet Lemonade	10.5	13.75
Drinks	Lemonade Gallon	12.25	16
Drinks	Diet Lemonade Gallon	12.25	16
Drinks	Diet Lemonade/Lemonade	12.25	16
Breakfast Items	Biscuit w/ Bacon, Egg, Cheese	3.79	4.09
Side Items	Kale Crunch Side, Small	3.05	3.35

Vendor/Customer

Vendor/Customer	Legal Name	Alias/DBA	Vendor Active Status	Customer Active Status	Previous Name
000000195863	SODEXHO AMERICA LLC		Discontinued	Inactive	
000000195864	SODEXO		Discontinued	Inactive	
✓ 000000195865	SODEXO AMERICA LLC		Active	Inactive	
000000195866	SODEXO INC & AFFILIATES		Active	Inactive	

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General Info

Vendor/Customer : 000000195865  
 Legal Name : SODEXO AMERICA LLC  
 Alias/DBA :  
 Vendor Active Status : Active  
 Vendor Approval Status : Complete  
 Customer Active Status : Inactive  
 Customer Approval Status : Incomplete  
 Location Name :  
 First Name :  
 Middle Name :  
 Last Name :  
 Company Name : SODEXO AMERICA LLC  
 Previous Name :  
 Previous Street :  
 Previous City :  
 Previous State/Province :  
 Previous Country :

Restrict Use by Department :  
 Miscellaneous Account :  
 Internal Account :  
 Third Party Only :  
 Third Party Vendor :  
 Third Party Customer :  
 Inventory Customer :  
 Healthcare Provider :  
 Never Archive :  
 Restrict VSS Access : No  
 Discontinue - No New Business :  
 Prevent MA Reference :  
 PunchOut Enabled :  
 Re-PunchOut Enabled :  
 Electronic Order Enabled :  
 W-9 Received :  
 W-9 Received Date : 11/10/2022  
 W-8 Received :  
 W-8 Received Date :  
 Accepts Credit Cards :  
 Active From : 01/01/1999  
 Active To :  
 Last Usage Date : 02/21/2023  
 Department :  
 Unit :

Headquarters

Headquarters Account : Yes  
 Headquarters Account Code : 000000195865  
 Headquarters Account Legal Name : SODEXO AMERICA LLC  
 Franchise Account :  
 Web Address http:// :  
 Catalog DUNS :  
 Catalog Extended DUNS :  
 Catalog Unique Entity Identifier :  
 Taxpayer ID Number : \*\*\*\*\*8532  
 Taxpayer ID Number Type : EIN

Organization

Organization Type : Company  
 1099 Classification : Corporation  
 1042-S Ch. 3 Recipient Code :  
 1042-S Ch. 4 Status Code :  
 Number of Employees :  
 Merchant ID :  
 Sex :  
 Date of Birth :  
 Marital Status :  
 Annual Income :  
 IRS Country of Residence :  
 IRS Country Sub Code :  
 Contract Withholding Exempt :  
 National Provider ID :  
 Assigning Authority :  
 CAGE Code :  
 Permanent Staffed Office in State :  
 1099 Indicator : No  
 1042-S Indicator :  
 Taxpayer ID Number : 522208632  
 Taxpayer ID Number Type : EIN  
 Detailed TIN Type :  
 Foreign Tax ID :  
 GIIN :  
 1042-S Recipient Account Number :  
 W-8 Form :  
 Tax Profile : NOTAX  
 Tax Profile Name : No Tax  
 EBIC Number :  
 IAEC Number :  
 Web Address http:// :  
 Employee ID :  
 Employee Status :  
 Supplier Shared Secret :

Disbursement Options

Category :  
 Description :  
 Default Type : Check  
 Default Priority : 99  
 Default Format : REG  
 Default Format Description :  
 Scheduled Payment Day :  
 Single Payment Indicator :  
 Name on Check : Legal Name  
 Eligible for VCA Payments :  
 VCA Effective From Date :  
 VCA Effective To Date :  
 Hold Payment :  
 Hold Payment Authorized By :  
 Hold Payment Authorized On :  
 Hold Reason :  
 Prevent New Spending :  
 Prevent New Orders : For All Departments  
 Third Party Code :  
 Third Party Name :  
 Third Party Approved By :  
 Third Party Approved On :



VCA Primary Email :  Third Party Reason :

VCA Secondary Email :

VCA Comments :

Always Infer Third Party Vendor :

Third Party Address ID :

**▼ Prenote/EFT**

Generate EFT Payment :

ABA Number :

Bank Name :

Account Type :

Account Number :

Routing ID Number :

Bank Phone Number :

Prenote Requested Date :

Prenote Return Reason :

Prenote Return Reason Message :

Foreign Correspondent Bank Name :

Foreign Correspondent Bank Branch Country Code :

Account Number Linkage to Provider Identifier :

Reason for Submission :

EFT Format :

EFT Format Description :

EFT Status :

Last Status Change :

EFT Status Description :

Prenote Return Reason Explanation :

W-9 Mailing Date :

W-9 Response Date : 08/07/2006

**▼ Remittance Advice**

Remittance Advice Required :

Remittance Advice Format :

Remittance Advice Format Description :

Remittance Advice Transmission Mode :

**▼ Vendor Terms**

Number of Days 1 :  Number of Days 3 :

Discount Percent 1 :  Discount Percent 3 :

Discount Always 1 :  Discount Always 3 :

Number of Days 2 :  Number of Days 4 :

Discount Percent 2 :  Discount Percent 4 :

Discount Always 2 :  Discount Always 4 :

**▼ Accounts Receivable**

Default Receipt Type :

Default Billing Profile :

Cost Accounting Funding Type :

Credit/Debit Card Type :

Credit/Debit Card Number :

Name on Card :

Credit/Debit Card Expiration Month :

Credit/Debit Card Expiration Year :

Bill Headquarters :

Bankruptcy :

Central Statement BPRO :

Central Statement Billing Location :

Central Statement Address ID :

Suppress Central Statement :

Suppress Central Past Due Statement :

**▼ eMALL**

DUNS : 011441537 Preferred Ordering Method :

Extended DUNS :  Pcard Acceptance Level :

Unique Entity Identifier :  Create Certification Document :

Internet Catalog :  Vendor Preference Level : 99

VSS Registered :

**▼ Location Information**

\*Verify My Locations by : Create My Own

Vendor Verification Based On : Migrated vendor accounts ha

Vendor Verification Password : .....

Send Activation Code :

Activation Email Address :

Activation Code :

Confirm Activation Code :

Requestor Name :

Requestor Phone Number :

Confirm Verifications : .....

**▶ Fee and Vendor Compliance Holds**

Fee Exempt :

Registration Application Date : 03/18/2013

Registration Effective Date : 03/18/2013

Registration Expiration Date : 04/01/2014

Pre-Registration Code :

Tax Clearance :

Unemployment Insurance :

Worker's Compensation :

Secretary of State Registration :

Federal Debarred :

**▶ Executive Compensation**

**▼ Additional Information**

Miscellaneous Field 1 :  Miscellaneous Flag 1 :

Miscellaneous Field 2 :  Miscellaneous Flag 2 :

Miscellaneous Field 3 :  Miscellaneous Flag 3 :

Miscellaneous Field 4 :

Miscellaneous Field 5 :

Miscellaneous Field 6 :

Miscellaneous Field 7 :

▼ Travel

Traveler :

Travel Policy : 

Allow Traveler Advances :

PCard ID : 

▼ Change Management

Created By : conversion      Last Modified By : kirktr2

Conversion User      Trent G Kirk

Created On : 05/03/2014      Last Modified On : 11/10/2022

Last Approved By : kirktr2      Comments :

Trent G Kirk

Last Approved On : 11/10/2022

Date Registered : 05/03/2014

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