

Non Substantive Change Request

Approved By

Randy Cole

Approved Date

2/15/2013 12:49:53 PM

Controlling Board Number

DAS0100585

Agency Code Submitted From

DAS01

User Submitted By

Lori.Weir

Shorttitle

Non-Substantive Letter to Correct for Vendor re DAS0100585

Change Description

February 14, 2013 Randy Cole, President Controlling Board 30 E. Broad Street, 34th Floor Columbus, OH 43215-3457 RE: Non-Substantive Letter to Correct Controlling Board Request DAS01000585 Submitted for immediate review Dear Mr. Cole: The Department of Administrative Services (DAS) respectfully submits this letter for a non-substantive change in regards to the original controlling board request, DAS0100585, which was approved on February 2, 2012. This Non-Substantive Change request is to correct the request to include the vendor: First Niagara Leasing, Inc. 726 Exchange St. Suite 900 Buffalo, NY 14210 Oaks-FIN Vendor #: 0000208147 At the time of the controlling board request, a vendor had not been chosen. Since that time, First Niagara Leasing, Inc. has been chosen as the financing vendor on this energy performance contract. Please accept this letter as our request for a Non-Substantive Change to add vendor First Niagara Leasing, Inc. on controlling board number DAS0100585 in the amount of \$641,103.00 to Fund GRF ALI 501321. Sincerely, Tammy A. Brown Business Operations Administrator Department of Administrative Services General Services Division (614)387-2704