

Non Substantive Change Request

Approved By

Christine.Morrison

Approved Date

1/25/2016 4:54:10 PM

Controlling Board Number

DRC0101225

Agency Code Submitted From

DRC01

User Submitted By

nenabradley

Did User Upload any Attachments?

NO

Shorttitle

Non Substantive Change-DRC0101225

Change Description

President Morrison, On July 20, 2015, the Controlling Board approved the Department's request to release capital funds in the amount of \$4,472,755.23 for the Population Management Fence project at various institutions. Of that amount, a release of \$65,560.00 was needed to obtain design services from KZF Design, Inc. The vendor was selected from the Ohio Facilities Construction Commission list of approved consultants. In the "Request for Purchase Order" that is attached to the Controlling Board request, the OFCC asked that the \$65,560.00 be encumbered to the OFCC to compensate KZF Design, Inc. This was not reflected clearly in the Controlling Board request. This non-substantive change request is needed to release the \$65,560.00 for the OFCC. This will enable the Department to reimburse the OFCC for payment made to KZF Design, Inc. The OFCC vendor ID number in OAKS is SFC01, and the total amount released to the OFCC should be \$65,560.00. The overall amount of the request does not change. The \$65,560.00 released for KZF Design, Inc. is being paid through OFCC, not directly from the Department. Your consideration of this non-substantive change request is appreciated. If you have any questions or require additional information, please contact me at 614-995-0636. Sincerely, Nena M. Bradley DRC Controlling Board Administrator