

Non Substantive Change Request

Approved By

Robin.Rose

Approved Date

9/1/2015 4:11:36 PM

Controlling Board Number

DYS0100550

Agency Code Submitted From

DYS01

User Submitted By

vincent.corcoran

Did User Upload any Attachments?

NO

Shorttitle

CJCF Housing - Gutknecht Construction Purchase Order

Change Description

The Gutknecht requisition was approved by Controlling Board (DYS0100550) on March and the purchase order was generated within days. However, one of our account clerks mistakenly cancelled the PO in late June 2015. We have been trying to replace the purchase order ever since that time. After reviewing the problems with OBM they suggested the following remedy: When you cancelled the document the appropriation and allotment would have been moved to FY16 because it is capital monies. But your legal authority (CB Request entered as a waiver) is still showing in FY15. You need to do a non-sub change letter to Robin Rose asking her to move the authority to FY16. Once Lewis Carter gets that he will change the CB to reflect FY16 and you should be good to enter another PO. Referencing that CB# on the document. Can you move the authority to FY16 for this Controlling Board request?