

Non Substantive Change Request

Approved By

Randy Cole

Approved Date

2/7/2012 10:47:25 AM

Controlling Board Number

OSU0100325

Agency Code Submitted From

OSU01

User Submitted By

Leeanne.Chandler

Shortitle

Vendor Name Change - Stantec Architecture Inc.

Change Description

The Ohio State University is respectfully requesting a non-substantive change to capital request OSU0100325 that was approved on June 14, 2010. Since the time this request was approved one of the vendors listed on this request has changed their name from Burt Hill to Stantec Architecture Inc. (new vendor number 0000195890). An OAKS Purchase Order 0000001432 was issued to Burt Hill. We are requesting that the funds remaining on this purchase order (\$3,370,046.50) be reassigned to Stantec Architecture Inc. A waiver of competitive selection was also approved to contract with Burt Hill. Therefore, the waiver of competitive selection will need to apply to the new PO to Stantec Architecture Inc as well. Additionally, capital request OSU0100443 that was approved on July 11, 2011 sought release of funds for Burt Hill on the same ALI. We are requesting the OAKS Purchase Order 0000002112 issued to Burt Hill be reassigned to Stantec Architecture Inc in the amount of \$286,715.00. A waiver of competitive selection was requested as well. Please let me know if you have questions or need additional information. Thank you, Leeanne Chandler
Contracts Administrator
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