

# Non Substantive Change Request

**Approved By**

Randy.Cole

**Approved Date**

12/18/2014 5:04:50 PM

**Controlling Board Number**

OSU0100653

**Agency Code Submitted From**

OSU01

**User Submitted By**

rosemary.x.wade

**Did User Upload any Attachments?**

NO

**Shorttitle**

FY15 OARnet Staff Computer Upgrade

**Change Description**

OSC0100653 was approved 10/7/14 for OSC to contract with Diversatec Resources, Inc. Diversatec is a STS vendor (533268-2-12). On 10/8/14, I created requisition and 0000002644 and on 10/9/14 PO#0000002919 was dispatched. The purchase order got marked complete before I was able to voucher against it. I created a new requisition, 0000002692 on 12/8/14, and now learned the STS Contract 533268-2-12 expired on 12/1/14. The Non substantive change is requested to use STS Contract 534486-3.