

Department of Purchasing and Contracting Change Order Request Form

User Department: Innovation and Techno	ology From:	Angela Green		
CPA No.: 1070633	Title:	Title: New Computers, Laptops, Scanners and		
Effective Date: 4/1/2017	Expira	Expiration Date: 6/2/2022		
Contract APPROVED Amount: \$10,800,000.00				
Contractor(s)	Contract No.	Amount Spent		
Dell Marketing LP	1070633	\$10,705,749.88	N/A	
Total Amount Spent to Date: \$10,705,749.88				
User Department Recommendation:	Renew =	Bid □		
Justification:				
We are still in the process of the Windows 10 replacement, and the per unit spend has increased because we are purchasing additional equipment to supply remote workers with laptop computers and peripherals such as docks. Request to extend to 6/2/2023 and add \$2,000,000 to contract.				
Department Director Signature	•	Signed by: John A Matelski		
Funding: General Enterprise 3 Digit Fund Code CIP Line Item No. (if applicable):				
For Use by Purchasing and Contracting:	Approve	☐ Deny [
Additional Comments:				
Phyllis A. Head	02/01/2022			
Purchasing and Contracting Signature		Date		