



Department of Administration  
 Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

# State of West Virginia Purchase Order

Order Date: 04-25-2024

CORRECT ORDER NUMBER MUST APPEAR  
 ON ALL PACKAGES, INVOICES, AND  
 SHIPPING PAPERS. QUESTIONS  
 CONCERNING THIS ORDER SHOULD BE  
 DIRECTED TO THE DEPARTMENT  
 CONTACT.

<b>Order Number:</b>	CPO 0803 0066 DOT2300000069 5	<b>Procurement Folder:</b>	1219780
<b>Document Name:</b>	EMERGENCY - WVDOH Uniform Rental Services,	<b>Reason for Modification:</b>	Change Order: 01 To Establish Contract Effective Dates
<b>Document Description:</b>	EMERGENCY - WVDOH Uniform Rental Services 5/1/23 to 10/31/23		
<b>Procurement Type:</b>	Central Emergency Purchase		
<b>Buyer Name:</b>	John W Estep		
<b>Telephone:</b>	304-558-2566		
<b>Email:</b>	john.w.estep@wv.gov		
<b>Shipping Method:</b>	Best Way	<b>Effective Start Date:</b>	2023-05-01
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2023-10-31

VENDOR				DEPARTMENT CONTACT	
<b>Vendor Customer Code:</b>	000000127325			<b>Requestor Name:</b>	Careasa M Nichols
AUS ATLANTIC GROUP LOCKBOX PO BOX 28050				<b>Requestor Phone:</b>	304-414-3212
NEW YORK NY 100878050				<b>Requestor Email:</b>	careasa.m.nichols@wv.gov
US					
<b>Vendor Contact Phone:</b>	800-777-2883	<b>Extension:</b>			
<b>Discount Details:</b>					
	<b>Discount Allowed</b>	<b>Discount Percentage</b>	<b>Discount Days</b>		
#1	No	0.0000	0	<div style="font-size: 48px; font-weight: bold;">24</div> FILE LOCATION _____	
#2	Not Entered				
#3	Not Entered				
#4	Not Entered				

INVOICE TO	SHIP TO
VARIOUS AGENCY LOCATIONS AS INDICATED BY ORDER	VARIOUS AGENCY LOCATIONS AS INDICATED BY ORDER
No City WV 99999	No City WV 99999
US	US

4-25-2460

<b>Total Order Amount:</b>	\$534,196.00
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Purchasing Division's File Copy

JE 4/25/24

<b>PURCHASING DIVISION AUTHORIZATION</b> DATE: <i>Tanya 4/29/24</i> ELECTRONIC SIGNATURE ON FILE	<b>ATTORNEY GENERAL APPROVAL AS TO FORM</b> DATE: <i>John S. Gray</i> ELECTRONIC SIGNATURE ON FILE	<b>ENCUMBRANCE CERTIFICATION</b> DATE: <i>5/1/24</i> ELECTRONIC SIGNATURE ON FILE
--	--	---

5/1/2024

**Extended Description:**

CHANGE ORDER NO\_1

To establish the contract effective start and effective end dates, and to issue the Notice to Proceed for the contract according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders.

Contract Term: 05/01/2023 through 10/31/2023

NO OTHER CHANGES

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	91111501	26.00000	WK	20546.000000	534196.00
Service From	Service To	Manufacturer	Model No		

**Commodity Line Description:** Uniform Rental and Cleaning Program

**Extended Description:**

Uniform rental services billed by a weekly rate from 5/1/2023 through 10/31/2023.



**WEST VIRGINIA DEPARTMENT OF TRANSPORTATION**

**Division of Highways**

1900 Kanawha Boulevard East • Building Five • Room 110  
Charleston, West Virginia 25305-0430 • (304) 558-3505

**Alanna J. Keller, P.E.,**  
Deputy Secretary of Transportation  
Deputy Commissioner of Highways

**Jimmy Wriston, P. E.**  
Secretary of Transportation  
Commissioner of Highways

04/25/2024

**AUS Atlantic Group Lockbox**  
**PO Box 28050**  
**New York, NY 10087-8050**

**RE: CPO DOT2300000069 PF 1219780**

**To whom it may concern:**

**Please accept this letter as your formal notice to proceed with the EMERGENCY - WVDOH Uniform Rental Services, . The term of this contract will run from 5/01/2023-10/31/2023.**

**If you have any questions, feel free to contact me at 304-414-6859**

**Sincerely,**

A handwritten signature in cursive script that reads "Dusty Smith".

**Dusty Smith, TDIMGR1**



Lyle, Tara L <tara.l.lyle@wv.gov>

---

**Fwd: CPO 0803 0066 DOT23\*0069 Procurement Folder 1219780**

1 message

---

**Estep, John W** <john.w.estep@wv.gov>

Tue, Mar 5, 2024 at 11:39 AM

To: Tara L Lyle <tara.l.lyle@wv.gov>

FYI

----- Forwarded message -----

From: **David Hughes** <david.hughes@wvsao.gov>

Date: Tue, Mar 5, 2024 at 11:33 AM

Subject: RE: CPO 0803 0066 DOT23\*0069 Procurement Folder 1219780

To: careasa.m.nichols@wv.gov <careasa.m.nichols@wv.gov>

Cc: john.w.estep@wv.gov <john.w.estep@wv.gov>, Auditing-List <Auditing@wvsao.gov>, James, Kristy E <kristy.e.james@wv.gov>

Hi Careasa,

I'm following up again on this CPO contract. Please see original email below. I looked in wvOASIS and don't see any change order(s) and the open encumbrance amount is showing \$534,196 and closed amount is \$0. Please advise. Thanks.

Thank you,

**David C. Hughes**

**Contract Audit Supervisor**

**Auditing Division**

**West Virginia State Auditor's Office**

**Phone: 304-205-8557**

**John B. McCuskey**

**West Virginia State Auditor**

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**From:** David Hughes <david.hughes@wvsao.gov>  
**Sent:** Monday, December 18, 2023 1:37 PM  
**To:** careasa.m.nichols@wv.gov  
**Cc:** john.w.estep@wv.gov; Auditing-List <Auditing@wvsao.gov>; James, Kristy E <kristy.e.james@wv.gov>  
**Subject:** RE: CPO 0803 0066 DOT23\*0069 Procurement Folder 1219780

Hi Careasa,

I wanted to follow up with you to see if a change order was being processed on this CPO to establish the contract dates in wvOASIS. Please see original email below from May 19, 2023. Your help is greatly appreciated.

**Thank you,**

**David C. Hughes**

**Contract Audit Supervisor**

**Auditing Division**

**West Virginia State Auditor's Office**

**Phone: 304-205-8557**

**John B. McCuskey**

**West Virginia State Auditor**

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**From:** David Hughes <david.hughes@wvsao.gov>  
**Sent:** Friday, May 19, 2023 8:53 AM  
**To:** careasa.m.nichols@wv.gov  
**Cc:** john.w.estep@wv.gov; Auditing-List <Auditing@wvsao.gov>  
**Subject:** CPO 0803 0066 DOT23\*0069 Procurement Folder 1219780

Hi Careasa,

WV SAO Auditing Division has received **CPO 0803 0066 DOT23\*0069 Procurement Folder 1219780 (with vendor AUS Atlantic Group Lockbox)** from State Purchasing. Upon review, the contract is marked as a Term Contract for a period of six months, but the effective start and effective end dates were not included on the first page and in wvOASIS. Please

process a change order through State Purchasing to establish these dates in wvOASIS and on the printed copy of the CPO change order to be on file with WV SAO. Your help is greatly appreciated.

If you have any questions please do not hesitate to email us.

**Thank you,**

**David C. Hughes**

**Contract Audit Supervisor**

**West Virginia State Auditor's Office**

**Phone: 304-558-2261 Ext. 2206**

**John B. McCuskey**

**West Virginia State Auditor**

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## West Virginia Secretary of State — Online Data Services

### Business and Licensing

Online Data Services Help

### Business Organization Detail

*NOTICE: The West Virginia Secretary of State's Office makes every reasonable effort to ensure accuracy of information. However, we make no representation or warranty as to the correctness, completeness of the information. If information is missing from this page, it is not in the The West Virginia Secretary of State's database.*

### Vestis Services, LLC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC   Limited Liability Company	3/15/1978		3/15/1978	Foreign	Profit			

Organization Information			
<b>Business Purpose</b>	8123 - Other Services (except Public Administration) - Personal and Laundry Services - Dry-cleaning and Laundry Services (coin-operated, dry cleaners, laundry, linen , uniform, industrial launderers)		
<b>Charter County</b>		<b>Control Number</b>	0
<b>Charter State</b>	DE	<b>Excess Acres</b>	0
<b>At Will Term</b>	A	<b>Member Managed</b>	MBR
<b>At Will Term Years</b>		<b>Par Value</b>	
<b>Authorized Shares</b>		<b>Young Entrepreneur</b>	Not Specified

--

<b>Addresses</b>	
Type	Address
<b>Designated Office Address</b>	5400 D BIG TYLER ROAD CHARLESTON, WV, 25313
<b>Mailing Address</b>	5880 NOLENSVILLE PIKE NASHVILLE, TN, 37211 USA
<b>Notice of Process Address</b>	C T CORPORATION SYSTEM 5098 WASHINGTON ST W STE 407 Charleston, WV, 25313-1561
<b>Principal Office Address</b>	115 N FIRST STREET BURBANK, CA, 91502 USA
Type	Address

<b>Officers</b>	
Type	Name/Address
<b>Member</b>	ARAMARK UNIFORM & CAREER APPAREL GROUP, INC. 115 NORTH FIRST STREET BURBANK, CA, 91502
<b>Member</b>	JAMES J TARANGELO 2400 MARKET ST PHILADELPHIA, PA, 19103
<b>Member</b>	ROBERT N DEITZ 2400 MARKET ST PHILADELPHIA, PA, 19103
<b>Member</b>	EDWARD FRIEDLER 115 NORTH FIRST ST BURBANK, CA, 91502
Type	Name/Address

<b>Name Changes</b>	
Date	Old Name
<b>1/2/2024</b>	ARAMARK UNIFORM & CAREER APPAREL, LLC
Date	Old Name



Date	Amendment
<b>1/2/2024</b>	NAME CHANGE: FROM ARAMARK UNIFORM & CAREER APPAREL, LLC
<b>5/4/2007</b>	CONVERSION FILED FROM ARAMARK UNIFORM & CAREER APPAREL, INC. TO ARAMARK UNIFORM & CAREER APPAREL, LLC
<b>8/4/1998</b>	CHANGE OF NAME FROM ARAMARK UNIFORM SERVICES, INC. TO ARAMARK UNIFORM & CAREER APPAREL, INC.
<b>10/26/1994</b>	CHANGE OF NAME TO ARAMARK UNIFORM SERVICES, INC. FROM ARATEX SERVICES, INC.
<b>1/31/1990</b>	MERGER; MERGING MEANS SERVICES, INC., A NON-QUALIFIED DE CORPORATION WITH AND INTO ARATEX SERVICES, INC., A QUALIFIED DE CORPORATION.
<b>3/6/1989</b>	MERGER; MERGING DELSAC I, INC., A QUALIFIED DE CORPORATION WITH AND INTO ARATEX SERVICES, INC., A QUALIFIED DE CORPORATION.
<b>10/26/1988</b>	MERGER; MERGING ARATEX TEXTILE RENTAL SERVICES, INC., A NON-QUALIFIED DE CORPORATION AND RENTAL UNIFORM SERVICE OF ROANOKE INCORPORATED, A QUALIFIED VA CORPORATION WITH AND INTO ARATEX SERVICES, INC., A QUALIFIED DE CORPORATION.
Date	Amendment

<b>Annual Reports</b>
Filed For
2024
2023
2022
2021
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<b>Date filed</b>

For more information, please contact the Secretary of State's Office at 304-558-8000.

Monday, April 29, 2024 — 11:20 AM

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Vendor/Customer

[Menu](#)

Vendor/Customer	Legal Name	Alias/DBA	Vendor Active Status	Customer Active Status	Previous Name
✓ 000000127323	ARAMARK UNIFORM & CAREER APPAREL LLC		Active	Inactive	
000000127324	ARAMARK UNIFORM & CAREER APPAREL GROUP INC		Active	Inactive	
000000127325	AUS ATLANTIC GROUP LOCKBOX		Active	Inactive	
VC0000089826	AUS NORTH LOCKBOX		Active	Inactive	

From 1 to 4 of 4 First Prev Next Last [Attachments](#)

Save [Undo](#) Delete Insert [Copy](#) Paste [Search](#)

▼ General Info

Vendor/Customer : 000000127323	Restrict Use by Department :
Legal Name : ARAMARK UNIFORM & C.	Miscellaneous Account :
Alias/DBA :	Internal Account :
Vendor Active Status : Active ✓	Third Party Only :
Vendor Approval Status : Complete	Third Party Vendor :
Customer Active Status : Inactive ✓	Third Party Customer :
Customer Approval Status : Incomplete	Inventory Customer :
Location Name :	Healthcare Provider :
First Name :	Never Archive :
Middle Name :	Restrict VSS Access : No ✓
Last Name :	Discontinue - No New Business :
Company Name : ARAMARK UNIFORM & C.	Prevent MA Reference :
Previous Name :	PunchOut Enabled :
Previous Street :	Re-PunchOut Enabled :
Previous City :	Electronic Order Enabled :
Previous State/Province :	W-9 Received :
Previous Country :	W-9 Received Date :
	W-8 Received :
	W-8 Received Date :
	Accepts Credit Cards :
	Active From : 01/01/1999
	Active To :
	Last Usage Date : 06/16/2023
	Department :
	Unit :

▼ Headquarters

Headquarters Account : No	Web Address http:// :
Headquarters Account Code : 000000127325	Catalog DUNS :
Headquarters Account Legal Name : AUS ATLANTIC GROUP L	Catalog Extended DUNS :
Franchise Account : <input type="checkbox"/>	Catalog Unique Entity Identifier :
	Taxpayer ID Number : 232816365
	Taxpayer ID Number Type : EIN ✓

► Organization

► Disbursement Options

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- [▶ Remittance Advice](#)
- [▶ Vendor Terms](#)
- [▶ Accounts Receivable](#)
- [▶ eMALL](#)
- [▶ Location Information](#)
- [▶ Fee and Vendor Compliance Holds](#)
- [▶ Executive Compensation](#)
- [▶ Additional Information](#)
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UPDATE> [Headquarters](#) [Add 1099 Information Entry](#) [Add 1042-S Reporting Information Entry](#)  
[Vendor Business Types By Commodity](#)

SEARCH BY> [Master Contacts](#) [Master Addresses](#) [Vendor Commodity](#) [Vendor Addresses](#) [Vendor Business Types](#)  
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[Vendor Transaction History](#)

Vendor/Customer

Menu

Address

Address Type	Street 1	City	State/Province	Zip/Postal Code	Principal Contact
✓ Ordering	712 South College Avenue	Bluefield	VA	24805	Default Contact Name
Payment	PO BOX 28050	NEW YORK	NY	100878050	Default Contact Name
Ordering	PO BOX 28050	NEW YORK	NY	100878050	Default Contact Name

Real-Time Next Link

Save Undo Delete Insert Copy Paste

Vendor/Customer: 000000127325

AUS ATLANTIC GROUP LOCKBOX

Address Type: Ordering

Division/Department:

Additional Address Info:

Prevent New Spending:

Default Currency: USD - US Dollar

Active From: 05/11/2018

Active To:

Default Record:

Mail Returned:

Active Address: Yes

Address Information

Address ID: AD000001

Country Phone Code: 1

Street 1: 712 South College Avenue

Phone: 800-876-1118

Street 2:

Phone Extension:

City: Bluefield

County:

State/Province: VA

County Name:

Zip/Postal Code: 24805

Country: US

DUNS:

Extended DUNS:

Unique Entity Identifier:

CAGE Code:

▶ Prenote/EFT

▶ Remittance Advice

▶ Contact Information

▶ Contact Address Information

▶ Geographic Designation

▶ Change Management

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Modify Existing Record Add New Address

Master Address

Master Contacts

Languages

Vendor Transaction History

Vendor/Customer

Menu

Address

Address Type	Street 1	City	State/Province	Zip/Postal Code	Principal Contact
✓ Payment	115 N FIRST ST	BURBANK CA		915021656	Default Contact Name
Ordering	115 N FIRST ST	BURBANK CA		915021656	Default Contact Name

First Prev Next Last

Save Undo Delete Insert Copy Paste

Vendor/Customer : 00000127323

ARAMARK UNIFORM & CAREER APPAREL LLC

Address Type : Payment

Division/Department :

Additional Address Info :

Prevent New Spending :

Default Currency : USD - US Dollar

Active From : 01/01/1999

Active To :

Default Record :

Mail Returned :

Active Address : Yes

Address Information

Address ID : CV10001

Street 1 : 115 N FIRST ST

Street 2 :

City : BURBANK

State/Province : CA

Zip/Postal Code : 915021656

DUNS :

Extended DUNS :

Unique Entity Identifier :

CAGE Code :

Country Phone Code : 1

Phone : 515-873-3700

Phone Extension :

County :

County Name :

Country : US

▶ Prenote/EFT

▶ Remittance Advice

▶ Contact Information

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Modify Existing Record Add New Address

Master Address

Master Contacts

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Search  e.g. 1606ND20Q02



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Entity Information

All Entity Information

[Entities](#)

[Disaster Response Registry](#)

[Responsibility / Qualification](#)

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[Simple Search](#)

[Search Editor](#)

Any Words [i](#)

All Words [i](#)

Exact Phrase [i](#)

e.g. 123456789, Smith Corp

"Aramark Uniform Service"

Entity

Entity Name

Aramark Uniform Service

No results found

e.g. HTYR5VJHR6SL

CAGE / NCAGE

Location

Status

Active

Inactive

[Reset](#)

# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>JESTEP</u> Date: <u>4/15/24</u>	Agency: WVDOH
Solicitation No. <u>CPO DOT 23*69</u> <u>CO#1</u>	Procurement Officer Submitting Requisition: Dusty Smith
	Requisition No. CPO DOT23*69 CO #1
	PF No.: 1219780

This checklist **MUST** be completed by a state agency's designated procurement officer and submitted with the Purchase Requisition to the Purchasing Division. The purpose of the checklist is to verify that an agency procurement officer has obtained and included required documentation necessary for the Purchasing Division to process the requisition without future processing disruptions. At the agency's preference, the agency **MUST** either submit the checklist by attaching it to the requisition's Header **OR** by placing it in the requisition's Procurement Folder.

## FOR ALL SOLICITATION TYPES:

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
1	Specifications and Pricing Page included	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4	Use of most current terms and conditions <a href="http://www.state.wv.us/admin/purchase/TCP.pdf">www.state.wv.us/admin/purchase/TCP.pdf</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>



	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10	Insurance requirements				
	Commercial General Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Workers' Compensation/Employer's Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cyber Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Builder's Risk/Installation Floater	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Professional Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**FOR CHANGE ORDERS/RENEWALS:**

13	Two-party agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
14	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

*\*The items pre-checked are required before a Purchase Requisition may be submitted to the Purchasing Division. Failure to complete and verify this documentation may result in rejection of the requisition back to the agency. It is up to the agency procurement officer to determine if pre-approvals, insurance, or other documentation is needed for the purchase. The referenced information below may be used to make this determination.*

*For Purchasing Division Use Only:*

I have reviewed the requisition identified above and find that it is sufficient to advertise publicly to the vendor community. My review does not preclude the possibility that the vendor community, or some other entity, will identify an area of concern; however, should such issues or concerns arise, they will be reviewed and addressed as may be appropriate.

Signature: \_\_\_\_\_

