

PURCHASE ORDER CHANGE FORM

Purchasing Department

*****THIS FORM TO BE SENT TO THE FISCAL SERVICES DEPARTMENT*****

(Fiscal will forward to Purchasing after they approve the changes)

REQUESTOR NAME: Marie Hill EXT. # 3863 EMAIL: hillm@mdusd.org
SITE: MO&F PO#: 254666 VENDOR NAME: PLAYPOWER LT

CIRCLE SELECTION APPROPRIATELY: Cancel PO Change PO (fill out applicable areas below)

Delete Line Item(s)

Line Item	Description	Price	Budget Code to be Charged
		\$	
		\$	

Change of Budget Code ONLY

Line Item	Change From:	Change To:	Amount

X Change Line Item: Reason required if PO total is increased by 10% or more*

Line Item	Description, Quantity, and/or Price to be changed	Price	Budget Code to be Charged:
3	Increase	\$63,191.96	01.9010.0000.8110.39120000.551.014.5651

Add Line Item(s) Reason required if PO total is increased by 10% or more*

Line Item	Description	Price	Budget Code to be Charged:

*Reason for Change (required if PO total is increased by 10% or more):

Increase needed for services. JPA contract went to the board 3-12-2025

SITE/Department Head Approval _____ Date: _____	ADJUSTED PO Grand Total \$307,349.53
Budget Administrator Approval <u>[Signature]</u> Date: <u>May 5, 2025</u>	
Fiscal Approval <u>[Signature]</u> Date: _____	