

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)

DATE: 12/16/21

REQUESTOR NAME: Angie Vickroy EXT. # 3782 EMAIL: vickroya@MDUSD.ORG

SITE: Food & Nutrition Services PO#: 221747 VENDOR NAME: Cream Co. LLC

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

REQUIRED FIELD-Reason for Change: Increase

 Add or Delete Line Item(s)

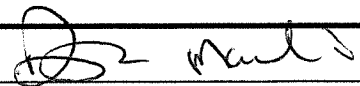
Line Item	Add or Delete	Quantity if Adding	Description	Price	Budget Code to be Charged
				\$	
				\$	

 Change of Budget Code ONLY

Line Item	Change From:	Change To:	Amount
			\$
			\$

 X Change Line Item (list reason for change above)

Line Item	Quantity	New Quantity (if applies)	Description of change	Price	Budget Code to be Charged:
1	n/a	n/a	Increase	\$ 149,000.00	13.5310.0000.3700.61100.- 000.509.009.9341
				\$	

SITE/Department Head Approval <u></u> Date: <u>12/17/21</u>	ADJUSTED PO Grand Total \$173,000.00
Budget Administrator Approval _____ Date: _____	
Fiscal Approval _____ Date: _____	



MT. DIABLO UNIFIED SCHOOL DISTRICT
 PURCHASING / WAREHOUSE DEPARTMENT
 2326 BISSO LANE
 CONCORD, CALIFORNIA 94520
 FAX: (925) 687-5044 (925) 825-7440

DATE 11/05/21

PURCHASE ORDER NO.

221747

VENDOR: CREAM CO LLC
 3923 FRUITVALE AVE
 OAKLAND, CA 94602

DELIVER TO: MT DIABLO UNIFIED SCHOOL DISTRICT
 FOOD SERVICES DEPT
 2330 BISSO LANE
 CONCORD, CA 94520

Req. # R125808	Vendor # 064646	Ship Via DESTINATIO	Department / Site S010009	Requisitioner VICKROY, ANGIE
Confirming <input type="checkbox"/> yes <input type="checkbox"/> no	Buyer CAROLANN IANORA	Extension #	Terms of Payment NET 30	Date Required 12/04/21

ITEM	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
01	1	EACH	Meat Products, Open order Food & Nutrition Services for the School Meal Programs Vendor will provide 100% antibiotic and hormone free, humanely raised and harvested, pasture raised CA meat products SCHOOL YEAR 2021-2022. EFFECTIVE: NOV. 5, 2021 ENDING JUNE 30, 2022 PO NOT TO EXCEED: \$24,000.00 NOTES TO VENDOR *DEPARTMENT TO UTILIZE AS NEEDED *EXCLUDES ITEM(S) \$500+ AUTHORIZED USERS: DEBORAH WATERS DOMINIC MACHI PAULA ONOFRIO POINT OF CONTACT: DEBORAH WATERS PHONE: 925-682-8000 EXT. 3786	24,000.00	24,000.00
				Tax	0.00
				TOTAL	24,000.00

ACCOUNT NO.	AMOUNT
509611047 9341	24,000.00

APPROVAL:

Superintendent

Date

SEND INVOICE TO: MT. DIABLO UNIFIED SCHOOL DISTRICT
 FISCAL SERVICE DEPARTMENT
 1936 CARLOTTA DRIVE
 CONCORD, CALIFORNIA 94519

TO RECEIVE PROPER PAYMENT THE ABOVE PO NUMBER MUST APPEAR ON ALL INVOICES, BILLS OF LADING, PACKAGES, CORRESPONDENCE, ETC.