

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#: 220382 VENDOR NAME: Fork in the Road

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
2	add	n/a	increase	\$ 57,000.00	13.5310.0000.3700.6110.- 000.509.009.9341
				\$	

Change of Budget Code ONLY

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

Change Line Item (list reason for change above)

Line Item	Quantity	New Quantity (if applies)	Description of change	Price	Budget Code to be Charged:
				\$	
				\$	

SITE/Department Head Approval <u></u> Date: <u>12/17/21</u>	ADJUSTED PO Grand Total \$81,000.00
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 07/09/21

PURCHASE ORDER NO.

220382

VENDOR: LLC FORK IN THE ROAD FOODS
 2475 COURAGE DRIVE
 FAIRFIELD, CA 94533

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

Req. # R124088	Vendor # 064373	Ship Via DESTINATIO	Department / Site S010009	Requisitioner MACHI, WATERS
Confirming <input type="checkbox"/> yes <input type="checkbox"/> no	Buyer CAROLANN IANORA	Extension #	Terms of Payment NET 30	Date Required 07/08/21

ITEM	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
01	1	LOT	BEEF & OTHER FOODS - OPEN ORDER FOR THE PURCHASE OF CLEAN, NAE, NO NITRATES OR NITRITES, PASTURE RAISED BEEF, UNCURED BEEF, FAMILY FARMED, GLUTEN FREE HOT DOGS, AS NEED BY THE FOOD AND NUTRITION SERVICES DEPARTMENT FOR THE SCHOOL MEAL PROGRAMS. FOR THE 2021-2022 SCHOOL YEAR. NTE: \$24,000.00 EFFECTIVE: JULY 1, 2021 ENDING JUNE 30, 2022 NOTES TO VENDOR *DEPARTMENT TO UTILIZE AS NEEDED *EXCLUDES ITEM(S) \$500+ *AUTHORIZED USERS: DEBORAH WATERS, DOMINIC MACHI & PAULA ONOFRIO PHONE: 925-682-8000 EXT. 3786, DEBORAH EXT. 3775, DOMINIC EXT. 3784, PAULA *QUESTIONS, CONTACT DEBORAH WATERS, WATERSD@MDUSD.ORG	24,000.00	24,000.00
				Tax	0.00
				TOTAL	24,000.00

ACCOUNT NO.	AMOUNT
509611847 9341	4,800.00
509611047 9341	19,200.00

APPROVAL:

Superintendent

Date

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