



DENVER
THE MILE HIGH CITY

General Services
Purchasing Division
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**REQUEST TO INCREASE ALLOWABLE SPEND
AGAINST A MASTER PURCHASE ORDER**

Date: 12/19/2017

MPO#: SC-00000676

VENDOR: Fastenal Company

The current PeopleSoft allowable spend amount on this MPO is \$495,000.00. The current expiration/renewal date is June 30, 2018, and there are no renewal options remaining. I request permission to increase the Workday allowable spend to \$800,000.00.

Reason: Fastenal will be rolling out MRO supply vending machines City wide and at DEN. This will allow users to "pay as you go" for recurring high-use items, and reduce ordering and payment functions. This increased ceiling amount should be enough to cover spend through June 30th, by which time the new NASPO and State Award contract should be in place.

Buyer Signature: *[Signature]*

Supervisor Signature: *[Signature]*

Deputy Director Signature (if required): *[Signature]* 12-20-17

Director Signature (if required): _____