

Hernando County Board of County Commissioners

Change Order Request

Add Line(s)	Cancel Outstanding Balance	X	Increase/Decrease Funds
Delete Line(s)	Change Project Number		Increase/Decrease Blanket
Cancel Purchase Order	Change Account Number		Increase/Decrease Quantity

Today's Date: 06-13-2025

PO/Contract #: 25000174

Change Order Number: 2

Requisition Number: RQ250163

Vendor's Name on PO: PAFF TREE SERVICE LLC

Department/Employee: CASEY PHILLIPS

Instructions: In the explanation, details of the request must be provided. All requests must include account number, line item number, project number, new purchase order total. Include details as if entering a new requisition. If change request is due to new agreements, quotes, projects, etc. necessary documents must be attached.

Explanation:

Justification: Contract #: 22-TF0044/TB Grant GMS #: N/A

CO #2 is to increase funds due to higher demand for removal of unsafe trees.

Increase Line 1) \$60,000.00; New Line Total \$144,162.00

Old PO Total \$84,162.00 New PO Total \$144,162.00

Dept 03232 Account 5303401 Project Code TTR01 Line #1) \$60,000.00

3232-5303401 1 60000.00 TTR01

Department Approval:LILLIAN HOYT

Date:06-11-2025

Chief Procurement Officer:

Date:

BOCC Approval Date:

(BOCC Required per Purchasing 080E)