PURCHASING POLICY EXCEPTION FORM

FROM:
DATE: 09/08/2025
DEPARTMENT: Parks and Recreation
VENDOR: Tierra
DEPT DIRECTOR/
MGR SIGNATURE: Alacmass DATE: 9.8.2025
MGR SIGNATURE: // ////CMAGE DATE: /- C
Amount of Invoice: \$3,060.35 Invoice Date: 06/12/2025
The attached request for disbursement does not appear to be in compliance with County Purchasing Policy, for the following reason:
I have paid all of the testing on projects with my P-Card for the last 2 years. When I attempted to pay this invoice, I
found out that Tierra does not except P-Card payments. When I inquired on how to make the payment, I was informed that
all of the testing should be paid with a PO and not a P-Card. I still have a few on-going projects but moving forward
any new projects I will obtain a PO to pay for future testing.
Please forward all documentation with this form attached, and letter of explanation, to the Chief Procurement Officer.
TO: CHIEF PROCUREMENT OFFICER Please review, and upon approval, forward to County Administration. Date: 9/11/2025
Resolution: Approved.
To process this disbursement, the request must be approved by the County Administrator.
TO: COUNTY ADMINISTRATOR Please review, and upon approval, forward to the Finance Department for processing. APPROVED FOR PAYMENT: COUNTY ADMINISTRATOR (or designee): DATE:
APPROVED FOR PAYMENT: FINANCE DIRECTOR/ ASST. FINANCE DIRECTOR By Joshua Stringfellow at 2:53 pm, Sep 16, 2025 Date:



7351 Temple Terrace Hwy Tampa, Florida 33637-5705

vendor # 17622 04441-5303101 REP# 86946

INVOICE

Invoice Date	Invoice #			
5/31/2025	6111-14282			

Bill To

Customer E-mail

Hernando County BOCC 15470 Flight Path Drive Brooksville, FL 34604

Invoice Mailing Date 06/12/2025

Due Date 6/30/2025

Project Manager Keith Larson

> bcarterlansaw@co.hernando.fl.us Project/Job

Pine Island Rebuild

Terms Client Refence # Net 30 6111-25-053 - Mcethan Pine Island P..

Quantity Description Rate Amount INVOICE BILLING PERIOD 04/26/2025 to 05/30/2025 Total Invoice (See Attached) 3,060.35 3.060.35

PLEASE REMIT ALL PAYMENTS TO:

Tierra, Inc. 7351 Temple Terrace Highway Tampa, FL 33637-5705 (813) 989-1354

Total

\$3,060.35

RECEIVED

JUN 1 4 2025

INVOICE TO HERNANDO COUNTY INVOICE SUMMARY SHEET

			Tierra, Inc. Consultant			
		7351 Temple Terrace Hwy Address				
			Tampa, FL 3363 City, State, Zip			
Tierra Project No. Short Title:	Pine Island Rebuild	d		Contract No.	20-R00082	
Firm's Invoice No.			_	Order Date		
Invoice Period		5/30/2025	Р	urchase Order No.		
Cost This Period Contact Person Telephone No.	Graham Zoeller			Task Order No.	55	
,		Schedule	Contractual Limits	Total Billed To Date	Previous Billings	Amount Due This Period
Limiting Amount			\$6,954.84	\$0.00	\$0.00	\$0.00
Change Order			\$0.00	\$0.00	\$0.00	\$0.00
Salary Related Costs		Α		\$2,405.35	\$0.00	\$2,405.35
Geotechnial Services		В		\$655.00	\$0.00	\$655.00
	TOTALS		\$6,954.84	\$3,060.35	\$0.00	\$3,060.35
By submittal of this in invoice represent the				mbursable costs conta	ined in this	
Elas Moul						
-0"			Construction Se	ervices Manager		06/11/25
Authorized Signature			Title			Date

Submit To: