

# Hernando County Board of County Commissioners Change Order Request

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

Today's Date: 04-07-2025

PO/Contract #: 25000053

Change Order Number: 3

Requisition Number: RQ0

Vendor's Name on PO: TETRA TECH INC

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 #: 20-TF0062B Grant GMS #: 571  
CO #3 is to increase funds to cover outstanding and additional invoices that we receive before finalization of this purchase order.  
Add Line 3) \$999,999.99; New Line Total \$999,999.99  
Add Line 4) \$300,000.01; New Line Total \$300,000.01  
Old PO Total \$1,000,000.00 New PO Total \$2,300,000.00  
Dept 40011 Account 5303401 Project Code MILTON24 Line #3 \$999,999.99  
Dept 40011 Account 5303401 Project Code MILTON24 Line #4 \$300,000.01

40011-5303401	3	999999.99	MILTON24
40011-5303401	4	300000.01	MILTON24

Department Approval: LILLIAN HOYT Date: 03-10-2025

Chief Procurement Officer: *Casey Phillip* Date: 4/8/25

BOCC Approval Date: 4/8/25

(BOCC Required per Purchasing 080E)