

# Hernando County Board of County Commissioners Change Order Request

<u>          </u> Add Line(s)	<u>          </u> Cancel Outstanding Balance	<u>          </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> <b>X</b> Increase/Decrease Quantity

Today's Date: 12-26-2024

PO/Contract #: 25000215

Change Order Number: 1

Requisition Number: 25000215

Vendor's Name on PO: RING POWER CORP

Department/Employee: MICHAELA WILSON

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:

Contract #:25-P0191B Grant: n/a  
CO #1 is to increase the rental quantity by 2. Department will need to extend the rental due to BRW halting for the holidays.  
Increase Line 1 to rent 2 additonals months at \$29,100.00 each; New Line Total \$116,400  
Old PO Total \$59,876.00 New PO Total \$118,076.00  
Dept 07681 Account 5666572 Line #1 \$116,400.00

7681-5666572 1 58,200.00

Department Approval: GRACE SHEPPARD Date: 12-06-2024

Chief Procurement Officer: \_\_\_\_\_ Date: \_\_\_\_\_

BOCC Approval Date: \_\_\_\_\_  
(BOCC Required per Purchasing 080E)