



**HERNANDO COUNTY**  
**BOARD OF COUNTY COMMISSIONERS**  
15470 FLIGHT PATH DR  
BROOKSVILLE, FL 34604

**PURCHASE ORDER-CHANGE NO. 25000494-2**

PAGE NO. 1

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R

carol@deebcompanies.net

11228

FAX: 727-376-5971

DEEB CONSTRUCTION & DEVELOPMENT

9400 RIVER CROSSING BLVD

SUITE 102

NEW PORT RICHEY FL 34655

**Copy**  
UTILITIES ENGINEERING  
15365 CORTEZ BLVD  
BROOKSVILLE FL 34613  
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ORDER DATE: 01/16/25		BUYER: CRICHARDSON		REQ. NO.: RQ250480		REQ. DATE:	
TERMS: NET 30 DAYS		F.O.B.: DESTINATION		DESC.: CONTRACT NO23-T00040/AP,			
ITEM#	QUANTITY	UOM	DESCRIPTION		UNIT PRICE		EXTENSION
<p>This Purchase is in accordance with Hernando County Contract No.23-T00040/AP, BOCC Approved on:11/19/24, Doc ID No. 14420 and Quote No. 15. The Contract Terms and Conditions apply, and the Purchase Order Terms and Conditions do not apply to this purchase. This ContractNo. will expire on: 9/26/26. The County will issue a Notice to Proceed (NTP) for the work to begin. The Period of Performance is: 120 days from NTP. PO will remain open until the project is completed.</p> <p>The County Contact Person is: Jason Hurd , Phone Number: (352 )754-4852 The Contractor Contact is: Paul Taylor , Email: ptaylor.deeb@yahoo.com</p> <p>04/03/2025 - Change Order #1 - JAC</p> <p>Contract#: 23-T00040/AP Quote No.15 Contract Name: Construction services under \$500K (Weeki Wachee Woodlands)</p> <p>CO#:1 is to decrease the PO by \$21,530.87. No gopher tortoises located in the project area, no pre/post video, plans did not match what was found in the field</p>							

ITEM#	ACCOUNT	AMOUNT	PROJECT CODE	PAGE TOTAL \$
				TOTAL \$

\*\*SEE TERMS AND CONDITIONS ON REVERSE SIDE\*\*

**APPROVED BY:**

*Carl Rouseff - JAC*

CHIEF PROCUREMENT OFFICER

## **HERNANDO COUNTY PURCHASE ORDER TERMS AND CONDITIONS**

### **GENERAL**

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<b><u>Coverage</u></b>	<b><u>Minimum Amounts and Limits</u></b>
(a) Worker's Compensation Employer's Liability	Statutory requirements at location of work \$ 100,000 each accident \$ 100,000 by employee \$ 500,000 policy limit
(b) Commercial General Liability (Additional Insured & Wavier Of Subrogation)	\$ 2,000,000 General Aggregate \$ 2,000,000 Products-Comp. Ops Agg. \$ 1,000,000 Each Occurrence \$ 5,000 Medical Expense
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and the contractor did not have to install a 8-in. gate valve and to increase the PO by \$1,609.88 due to two 8in. 45 degree bends added. Total deduction of \$19,920.99 to the PO.									
Decrease Line 6 \$1,713.00 ; New Line Total \$0									
Decrease Line 10 \$500.00 ; New Line Total \$0									
Decrease Line 11 \$15,000.00 ; New Line Total \$0									
Decrease Line 13 \$4,317.87 ; New Line Total \$4,317.87									
Increase Line 14 \$1,609.88; New Line Total \$4,024.70									
Old PO Total \$156,684.30 New PO Total \$136,763.31									
Dept 07201 Account 5626302 line#6 -\$1,713.00									
Dept 07201 Account 5626302 line#10 -\$500.00									
Dept 07201 Account 5626302 line#11 -\$15000.00									
Dept 07201 Account 5626302 line#13 -\$4317.87									
Dept 07201 Account 5626302 line#14 \$1609.88									
4/4/2025 - Change Order No 2 - MP									
Contract#: 23-T00040/AP Quote No.15 Contract Name:									
Construction services under \$500K (Weeki Wachee Woodlands)									

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*Carol Rouseff-John*

CHIEF PROCUREMENT OFFICER

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			CO#2 is and administrative change order to correct an error by Procurement when entering CO#1. Line adjustments were not processed on CO#1.						
01	2500.00	JOB	WEEKI WACHEE WOODLANDS-MOBILIZATION/ DEMOBILIZATION (LINE 1)				1.0000	2,500.00	
02	1000.00	JOB	WEEKI WACHEE WOODLANDS -INSURANCE (LINE 2)				1.0000	1,000.00	
03	3500.00	JOB	WEEKI WACHEE WOODLANDS - MAINTENANCE OF TRAFFIC (LINE 3)				1.0000	3,500.00	
04	2800.00	JOB	WEEKI WACHEE WOODLANDS - SURVEY LAYOUT/ AS BUILTS (LINE 4)				1.0000	2,800.00	
05	2500.00	JOB	WEEKI WACHEE WOODLANDS - EROSION SEDIMENT CONTROL/ NPDES PERMIT (LINE 5)				1.0000	2,500.00	
06	.00	JOB	WEEKI WACHEE WOODLANDS - PRE/POST VIDEO (LINE 6)				1.0000	.00	
07	1500.00	JOB	WEEKI WACHEE WOODLANDS -GOPHER TORTOISE SURVEY/PERMITTING (LINE 7)				1.0000	1,500.00	
08	15625.00	JOB	WEEKI WACHEE WOODLANDS - OPEN CUT AND RESTORE PHILATELIC DRIVE (LINE 8)				1.0000	15,625.00	
09	8022.00	JOB	WEEKI WACHEE WOODLANDS - PERFORMANCE TURF SOD-MATCH EXISTING (LINE 9)				1.0000	8,022.00	
10	.00	JOB	WEEKI WACHEE WOODLANDS - GOPHER TORTOISE BUCKET TRAPPED, PULLED, OR MONITORED (LINE 10)				1.0000	.00	

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11	.00	JOB	WEEKI WACHEE WOODLANDS - GOPHER TORTOISE RELOCATION (LINE 11)			1.0000		.00	
12	33984.00	JOB	WEEKI WACHEE WOODLANDS - 8 IN. PVC C900 DR18 WTR MAIN PIPE VIA OPEN CUT W/ ALL NECESSARY RESTRAINTS /FITTINGS (LINE 12)			1.0000		33,984.00	
13	4317.87	JOB	WEEKI WACHEE WOODLANDS - 8 INCH VALVE/VALVE CAN, PAD, LOCATE WIRE, RESTRAINTS (LINE 13)			1.0000		4,317.87	
14	4024.70	JOB	WEEKI WACHEE WOODLANDS - 8 INCH 45 DEGREE BENDS INCLD FITTINGS (LINE 14)			1.0000		4,024.70	
15	1325.21	JOB	WEEKI WACHEE WOODLANDS - 8 INCH "T" INCLD FITTINGS (LINE 15)			1.0000		1,325.21	
16	578.20	JOB	WEEKI WACHEE WOODLANDS - 8X2 REDUCER INCLD FITTINGS (LINE 16)			1.0000		578.20	
17	1834.20	JOB	WEEKI WACHEE WOODLANDS -2 INCH GATE VALVE INCLD FITTINGS (LINE 17)			1.0000		1,834.20	
18	1891.66	JOB	WEEKI WACHEE WOODLANDS - CONNECT 8 INCH WTR MAIN TO EXISTING "T" INCLD FITTINGS (LINE 18)			1.0000		1,891.66	
19	8168.81	JOB	WEEKI WACHEE WOODLANDS - 6X6 WET TAP, CONNECT TO EXISTING 6 IN. WATER MAIN INCLD FITTINGS (LINE 19)			1.0000		8,168.81	
20	1039.98	JOB	WEEKI WACHEE WOODLANDS - 8X6 REDUCER INCLD FITTINGS (LINE 20)			1.0000		1,039.98	

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<b><u>Coverage</u></b>	<b><u>Minimum Amounts and Limits</u></b>
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**HERNANDO COUNTY  
BOARD OF COUNTY COMMISSIONERS**

15470 FLIGHT PATH DR  
BROOKSVILLE, FL 34604

**PURCHASE ORDER-CHANGE NO. 25000494-2**

PAGE NO. 5

VENDOR: carol@deebcompanies.net  
11228 FAX: 727-376-5973  
DEEB CONSTRUCTION & DEVELOPMENT  
9400 RIVER CROSSING BLVD  
SUITE 102  
NEW PORT RICHEY FL 34655

UTILITIES ENGINEERING  
15365 CORTEZ BLVD  
BROOKSVILLE FL 34613

ORDER DATE: 01/16/25			BUYER: CRICHARDSON		REQ. NO.: RQ250480	REQ. DATE:
TERMS: NET 30 DAYS			F.O.B.: DESTINATION		DESC.: CONTRACT NO23-T00040/AP,	
ITEM#	QUANTITY	UOM	DESCRIPTION			EXTENSION
21	3740.04	JOB	WEEKI WACHEE WOODLANDS - INSTALL SERVICE LINES UP TO EXISTING NEAR SIDE METER BOX (LINE 21)			3,740.04
22	12957.92	JOB	WEEKI WACHEE WOODLANDS - INSTALL SERVICE LINES UP TO EXISTING FAR SIDE METER BOX (LINE 22)			12,957.92
23	20000.00	JOB	WEEKI WACHEE WOODLANDS - REMOVE / REPLACE DRIVEWAY APRONS (LINE 23)			20,000.00
24	481.32	JOB	WEEKI WACHEE WOODLANDS - CUT/CAP 2 INCH WATER MAIN ABANDONED IN PLACE (LINE 24)			481.32
25	3372.40	JOB	WEEKI WACHEE WOODLANDS - INSTALL SAMPLE POINTS (LINE 25)			3,372.40
26	1600.00	JOB	WEEKI WACHEE WOODLANDS - PERFORM TESTING FOR FDEP CLEARANCE (LINE 26)			1,600.00

ITEM#	ACCOUNT		AMOUNT	PROJECT CODE	PAGE TOTAL \$	136,763.31
01	07201	5626302	2,500.00	112001	<b>TOTAL \$ 136,763.31</b>	
02	07201	5626302	1,000.00	112001		
03	07201	5626302	3,500.00	112001		
04	07201	5626302	2,800.00	112001		
05	07201	5626302	2,500.00	112001		
06	07201	5626302	1,500.00	112001		
07	07201	5626302	1,500.00	112001		
08	07201	5626302	15,622.00	112001		
09	07201	5626302	8,022.00	112001		
10	07201	5626302	.00	112001		

**\*\*SEE TERMS AND CONDITIONS ON REVERSE SIDE\*\***

**APPROVED BY:**

CHIEF PROCUREMENT OFFICER

## **HERNANDO COUNTY PURCHASE ORDER TERMS AND CONDITIONS**

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**HERNANDO COUNTY  
BOARD OF COUNTY COMMISSIONERS**

15470 FLIGHT PATH DR  
BROOKSVILLE, FL 34604

**PURCHASE ORDER-CHANGE NO. 25000494-2**

PAGE NO. 6

VENDOR: carol@deebcompanies.net  
11228 FAX: 727-376-5973  
DEEB CONSTRUCTION & DEVELOPMENT  
9400 RIVER CROSSING BLVD  
SUITE 102  
NEW PORT RICHEY FL 34655

UTILITIES ENGINEERING  
15365 CORTEZ BLVD  
BROOKSVILLE FL 34613

TO

ORDER DATE:01/16/25		BUYER: CRICHARDSON		REQ. NO.: RQ250480		REQ. DATE:	
TERMS: NET 30 DAYS			F.O.B.: DESTINATION		DESC.: CONTRACT NO23-T00040/AP,		
ITEM#	QUANTITY	UOM	DESCRIPTION			UNIT PRICE	EXTENSION

ITEM#	ACCOUNT		AMOUNT	PROJECT CODE	PAGE TOTAL \$
					TOTAL \$
11	07201	5626302	.00	112001	
12	07201	5626302	33,984.00	112001	
13	07201	5626302	4,317.87	112001	
14	07201	5626302	4,024.70	112001	
15	07201	5626302	1,325.21	112001	
16	07201	5626302	574.20	112001	
17	07201	5626302	1,814.20	112001	
18	07201	5626302	1,814.66	112001	
19	07201	5626302	8,168.81	112001	
20	07201	5626302	1,039.98	112001	

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**APPROVED BY:**

CHIEF PROCUREMENT OFFICER

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**HERNANDO COUNTY  
BOARD OF COUNTY COMMISSIONERS**  
15470 FLIGHT PATH DR  
BROOKSVILLE, FL 34604

**PURCHASE ORDER-CHANGE NO. 25000494-2**

PAGE NO. 7

V  
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N  
D  
O  
R

carol@deebcompanies.net

11228 FAX: 727-376-5973

DEEB CONSTRUCTION & DEVELOPMENT

9400 RIVER CROSSING BLVD

SUITE 102

NEW PORT RICHEY FL 34655

**Copy**  
S  
H  
P  
T  
O  
UTILITIES ENGINEERING  
15365 CORTEZ BLVD  
BROOKSVILLE FL 34613

ORDER DATE:01/16/25			BUYER: CRICHARDSON				REQ. NO.: RQ250480		REQ. DATE:		
TERMS: NET 30 DAYS			F.O.B.: DESTINATION				DESC.: CONTRACT NO23-T00040/AP,				
ITEM#	QUANTITY	UOM	DESCRIPTION					UNIT PRICE		EXTENSION	

ITEM#	ACCOUNT		AMOUNT	PROJECT CODE	PAGE TOTAL \$
					TOTAL \$
21	07201	5626302	3,740.04	112001	
22	07201	5626302	12,957.92	112001	
23	07201	5626302	20,000.00	112001	
24	07201	5626302	481.32	112001	
25	07201	5626302	3,372.40	112001	
26	07201	5626302	1,600.00	112001	

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**APPROVED BY:**

*Carl Rouseff - Jant*  
CHIEF PROCUREMENT OFFICER

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**HERNANDO COUNTY  
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15470 FLIGHT PATH DR  
BROOKSVILLE, FL 34604

**PURCHASE ORDER-CHANGE NO.** 25000494-2  
**CHANGE DATE:** 04/04/25

PAGE NO. 1

VENDOR  
carol@deebcompanies.net  
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UTILITIES ENGINEERING  
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BROOKSVILLE FL 34613

TO

ORDER DATE: 01/16/25		BUYER: CRICHARDSON		REQ. NO.: RQ250480		REQ. DATE: 12/12/24	
TERMS: NET 30 DAYS			F.O.B.: DESTINATION		DESC.: CHANGE ORDER - 2		
ITEM#	QUANTITY	UOM	DESCRIPTION			UNIT PRICE	EXTENSION
<div>4/4/2025 - Change Order No 2 - MP</div> <div>Contract#: 23-T00040/AP Quote No.15    Contract Name:</div> <div>Construction services under \$500K (Weeki Wachee Woodlands)</div> <div>CO#2 is and administrative change order to correct an error by Procurement when entering CO#1. Line adjustments were not processed on CO#1.</div>							
06	-1713.00	JOB	WEEKI WACHEE WOODLANDS - PRE/POST VIDEO (LINE 6)			.0000	-1,713.00
07	.00	JOB	WEEKI WACHEE WOODLANDS -GOPHER TORTOISE SURVEY/PERMITTING (LINE 7)			.0000	.00
08	.00	JOB	WEEKI WACHEE WOODLANDS - OPEN CUT AND RESTORE PHILATELIC DRIVE (LINE 8)			.0000	.00
09	.00	JOB	WEEKI WACHEE WOODLANDS - PERFORMANCE TURF SOD-MATCH EXISTING (LINE 9)			.0000	.00
10	-500.00	JOB	WEEKI WACHEE WOODLANDS - GOPHER TORTOISE BUCKET TRAPPED, PULLED, OR MONITORED (LINE 10)			.0000	-500.00
11	-15000.00	JOB	WEEKI WACHEE WOODLANDS - GOPHER TORTOISE			.0000	-15,000.00
ITEM#	ACCOUNT		AMOUNT	PROJECT CODE	PAGE TOTAL \$ -17,213.00		
					TOTAL \$		
06	07201	5626302	-1,713.00	112001	<div>PDF COPY</div> <div>0121-11</div>		
07	07201	5626302	.00	112001			
08	07201	5626302	.00	112001			
09	07201	5626302	.00	112001			
10	07201	5626302	-500.00	112001			
11	07201	5626302	-15,000.00	112001			
12	07201	5626302	.00	112001			
13	07201	5626302	-4,337.87	112001			
14	07201	5626302	1,609.88	112001			

\*\*SEE TERMS AND CONDITIONS ON REVERSE SIDE\*\*

**APPROVED BY:**

CHIEF PROCUREMENT OFFICER

## **HERNANDO COUNTY PURCHASE ORDER TERMS AND CONDITIONS**

### **GENERAL**

The condition of this order may not be changed by Vendor/Contractor. If order is not acceptable, return to Hernando County Purchasing and Contracts Department. Failure of a Vendor/Contractor to deliver according to this purchase order awarded to him or to comply with any of the terms and conditions therein may disqualify him from receiving future orders.

### **QUALITY**

All material or services furnished on this order must be as specified and subject to County inspection and approval within a reasonable time after delivery at destination. Variations in materials or services from those specified in this order must not be made without written authority from the Chief Procurement Officer. Materials rejected will be returned at the Vendor/Contractor's risk and expense.

### **QUANTITY/PRICE**

The quantity of materials ordered or the prices specified must not be exceeded without written authority being first obtained from the Chief Procurement Officer.

### **INDEMNITY AND INSURANCE**

The Vendor/Contractor agrees to indemnify and hold harmless Hernando County, including its officers, agents and employees, from all claims, damages, losses and expenses, including reasonable attorneys' fees, and costs brought or incurred on account of injuries or damages sustained by any party due to the operations of the Vendor/Contractor under this contract. The Vendor/Contractor further agrees to provide workers' compensation for all employees, and to maintain such general and auto liability insurance as is deemed necessary by the County for the particular circumstances and operations of the Vendor/Contractor. The Vendor/Contractor further agrees to provide the County with Certificates of Insurance, indicating the amount of coverage in force, upon request.

### **PACKING**

Packages must be plainly marked with shipper's name and purchase order number; charges are not allowed for boxing or crating unless previously agreed upon in writing.

### **DELIVERY**

All materials must be shipped F. O. B. destination. The County will pay no freight or express charges, except by previous agreement. If specific purchase is negotiated on the basis of F.O.B. shipping point, VENDOR/CONTRACTOR ARE TO PREPAY SHIPPING CHARGES AND ADD TO INVOICE. Delivery must actually be affected within the time stated on purchase made between 8:00 AM and 5:00 PM Monday to Friday inclusive unless otherwise stated. In case of default by the Vendor/Contractor, Hernando County may procure the articles or services covered by this order from other sources and hold the Vendor/Contractor responsible for any excess occasioned thereby.

### **PAYMENT**

Partial billing will be accepted only for items received within the specified delivery period. Payments for items delivered after this specified delivery period will be made after the entire order is completed and accepted by Hernando County. Payment shall be made in accordance with Florida Statute 218, Florida Prompt Payment Act. Payment for accepted equipment/supplies/services will be accomplished by submission of an invoice, in duplicate; to the Ship To Address on the front of the purchase order unless otherwise indicated.

### **MATERIAL SAFETY DATA SHEET**

The Vendor/Contractor agrees to furnish Hernando County with a current Material Safety Data Sheet (MSDS) on or before delivery of each and every hazardous chemical or substance purchased which is classified as toxic under Florida Statute 442. Appropriate labels and MSDSs shall be provided for all shipments. Send MSDSs and other pertinent data to: Hernando County Purchasing and Contracts Department, 20 North Main Street, Room 365, Brooksville, FL 34601-2828.

### **OSHA REQUIREMENT**

The Vendor/Contractor or contractor hereby guarantees Hernando County that all materials, supplies and equipment as listed on the purchase order meet the requirements, specifications and standards as provided for under the Federal Occupations Safety and Health Administration Act of 1970, as from time to time amended and in force at the date thereof.

### **LEGALLY AUTHORIZED WORKFORCE**

VENDOR/CONTRACTOR represents and warrants that VENDOR/CONTRACTOR is in compliance with all applicable federal, state and local laws, including, but not limited to, the laws related to the requirement of an employer to verify an employee's eligibility to work in the United States. VENDOR/CONTRACTOR is encouraged (but not required) to incorporate the IMAGE best practices into its business and, when practicable, incorporate verification requirements into its agreements with subcontractors. The IMAGE Best Practices can be found on the COUNTY'S website at [www.hernandocounty.us/pur/](http://www.hernandocounty.us/pur/).

### **INSURANCE**

The Contractor shall maintain in effect at all times during the performance of the services insurance coverage according to the Contract between Contractor and COUNTY. All waiver of subrogation provisions of the Contract apply. In the absence of a current Contract, the Contractor shall, at its sole expense, maintain in effect at all times during the performance of the services insurance coverage with limits not less than those set forth below (unless the County agrees in writing to lower limits) and with insurers and under forms of policies satisfactory to COUNTY; Contractor shall endorse Hernando County as an additional insured on the commercial general liability (additional insured shall read "Hernando County Board of County Commissioners"); Contractor waives subrogation as to the General Liability policy unless a policy condition prohibits pre-loss waiver of subrogation, in which case Contractor shall request of the insurer that the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others unless such policy prohibits such an endorsement or voids coverage should VENDOR/CONTRACTOR enter into such an agreement on a pre-loss basis.

<b><u>Coverage</u></b>	<b><u>Minimum Amounts and Limits</u></b>
(a) Worker's Compensation Employer's Liability	Statutory requirements at location of work \$ 100,000 each accident \$ 100,000 by employee \$ 500,000 policy limit
(b) Commercial General Liability (Additional Insured & Waiver Of Subrogation)	\$ 2,000,000 General Aggregate \$ 2,000,000 Products-Comp. Ops Agg. \$ 1,000,000 Each Occurrence \$ 5,000 Medical Expense
(c) Automobile Liability Option of Split Limits: (1.) Bodily Injury	\$ 1,000,000 Combined Single Limit (owned, hired and non-owned) \$ 1,000,000 Per Person or \$1,000,000 Per Accident





**PURCHASE ORDER-CHANGE NO.** 25000494-2  
CHANGE DATE: 04/04/25

PAGE NO. 2

VENDOR | carol@deebcompanies.net  
11228 FAX:  
DEEB CONSTRUCTION & DEV  
9400 RIVER CROSSING BLV  
SUITE 102  
NEW PORT RICHEY FL 346

FAX: 727-376-597

DEEB CONSTRUCTION &amp; DEVELOPMENT

9400 RIVER CROSSING BLVD

SUITE 102

NEW PORT RICHEY FL 34655

SH [ UTILITYIES E  
P 15365 CORTE  
TOL BROOKSVILLE

## UTILITIES ENGINEERING

15365 CORTEZ BLVD

BROOKSVILLE FL 34613

[illegible]

**\*\*SEE TERMS AND CONDITIONS ON REVERSE SIDE\*\***

**APPROVED BY:**

CHIEF PROCUREMENT OFFICER

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Hernando County Board of County Commissioners  
15470 Flight Path Dr.  
Brooksville, FL 34604

Rev: 4

Construction Change Order

**Owner:** Hernando County Board of County Commissioners**Owner's Representative:****Vendor:** DEEB CONSTRUCTION & DEVELOPMEN

**Change Order No.** 2  
**Contract No.** 25000494

**Change Order Date:** 04-03-2025  
**Contract Date:**

**Project Description:**

WEEKI WACHEE WOODLANDS

**The Project is Changed as Follows**

Justification: Contract#: 23-T00040/AP Quote No.15      Contract Name: Construction services under \$500K (Weeki Wachee Woodlands)

CO#2 is and administrative change order to correct an error by Procurement when entering CO#1. Line adjustments were not processed on CO#1.

**Total Addition/Deduction this Change Order:** .00

<b>The Original Contract Sum was</b>	156,684.30
<b>Net Change by previously authorized Change Orders:</b>	- 19,920.99
<b>The Contract Sum prior to this Change Order was</b>	136,763.31
<b>The Net Amount of this Change Order is:</b>	.00
<b>The new Contract Sum including this Change Order will be</b>	136,763.31

**The Contract Time will be changed by this Change Order (Days):**

**The Date of Substantial Completion as of the date of this Change Order therefore is:**

**Vendor Name/Address:**

DEEB CONSTRUCTION & DEVELOPMENT  
9400 RIVER CROSSING BLVD  
SUITE 102  
NEW PORT RICHEY, FL 34655

**Owner or Owner's Representative:**

Hernando County Commission  
15470 Flight Path Dr.  
Brooksville, FL 34601

N/A - Administrative Correction

**Authorized Signature****Date:** \_\_\_\_\_

**Chief Procurement Office****Date:** 4-3-25**Distribution:**

Vendor - Original  
Purchasing & Contracts  
Finance  
Requisitioning  
Contract File