

Hernando County Board of County Commissioners Change Order Request

<u> </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: 05-05-2025

PO/Contract #: 24001023

Change Order Number: 4

Requisition Number: 24001023

Vendor's Name on PO: CTC DISASTER RESPONSE INC

Department/Employee: TIA OPDYKE

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: Justification: Contract #: 24-TF00708 Grant GMS #: 570
CO #4 is to increase funds to cover outstanding and additional invoices that we receive before finalization of this purchase order.

Increase line 2 - \$50,000.00; New Line Total \$850,000.00

Old PO Total \$900,000.00 New PO Total \$950,000.00

Dept 40011 Account 5303401 Project Code PTC924 Line #2 \$50,000.00

40011-5303401 2 50000.00 PTC924

Department Approval: LILLIAN HOYT Date: 05-02-2025

Chief Procurement Officer: _____ Date: _____

BOCC Approval Date: _____
(BOCC Required per Purchasing 080E)