



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

PURCHASE ORDER-CHANGE NO. 25000194-1

PAGE NO. 1

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afelton@vectorfleet.com
86731 FAX: 704-921-9880
VECTOR FLEET MANAGEMENT LLC
9300 HARRIS CORNERS PARKWAY
SUITE 350
CHARLOTTE NC 28269

Copy
FLEET MAINTENANCE DIVISION
1525 EAST JEFFERSON STREET
BUILDING C
BROOKSVILLE FL 34601

ORDER DATE:10/29/24		BUYER: SHELLIE CORNELL		REQ. NO.: RQ250124		REQ. DATE: 09/30/25	
TERMS: NET 30 DAYS			F.O.B.: DESTINATION ONLY		DESC.: PARTS AND SUPPLIES		
ITEM#	QUANTITY	UOM	DESCRIPTION			UNIT PRICE	EXTENSION
<p>This Purchase is in accordance with Hernando County Contract No. 21-RG0014/PH, BOCC Approved on: 7/27/21 Doc ID No. 18589. The Contract Terms and Conditions apply, and the Purchase Order Terms and Conditions do not apply to this purchase. This Contract will expire on: 9/30/25.</p> <p>The County Contact Person is: Doug Livermore, Phone Number: (352)540-6508 The Contractor Contact is: Aubrey Felton, Phone Number: (704)597-2262 Email:afelton@vectorfleet.com</p> <p>3/12/2025 Change Order No 1 - MP Contract #: 21-RG0014/PH Grant GMS #: n/a CO # 1 is to increase line #1 for additional parts as needed. BOCC approved 3/11/25 #15581. Increase Line 1 \$300,000.00; New Line Total \$822,158.24 Old PO Total \$616,979.00 New PO Total \$916,979.00 Dept 08021 Account 5305212Line # 1 \$300,000.00</p> <p>8021-5305212 1 300000.00</p>							

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

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

APPROVED BY:

Carl Rouse - Jant

CHIEF PROCUREMENT OFFICER

HERNANDO COUNTY PURCHASE ORDER TERMS AND CONDITIONS

GENERAL

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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

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LEGALLY AUTHORIZED WORKFORCE

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<u>Coverage</u>	<u>Minimum Amounts and Limits</u>
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(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
(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



PAGE NO. 2

CHARLOTTE NC 28269

BROOKSVILLE FL 34601

01	822158.24	YR	AUTO MAINTENANCE PARTS AND SUPPLIES	1.0000	822,158.24
02	12.00	MO	MANAGEMENT FEE	7901.7300	94,820.76

CHIEF PROCUREMENT OFFICER

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CHANGE DATE: 03/12/25

PAGE NO. 1

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R** [afelton@vectorfleet.com
86731 FAX: 704-921-9880
VECTOR FLEET MANAGEMENT LLC
9300 HARRIS CORNERS PARKWAY
SUITE 350
CHARLOTTE NC 28269]

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P
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O** [**FLEET MAINTENANCE DIVISION**
1525 EAST JEFFERSON STREET
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TERMS: NET 30 DAYS			F.O.B.: DESTINATION ONLY			DESC.: CHANGE ORDER - 1		
ITEM#	QUANTITY	UOM	DESCRIPTION			UNIT PRICE		EXTENSION
<div>3/12/2025 Change Order No 1 - MP</div> <div>Contract #: 21-RG0014/PH Grant GMS #: n/a</div> <div>CO # 1 is to increase line #1 for additional parts as needed.</div> <div>BOCC approved 3/11/25 #15581.</div> <div>Increase Line 1 \$300,000.00; New Line Total \$822,158.24</div> <div>Old PO Total \$616,979.00 New PO Total \$916,979.00</div> <div>Dept 08021 Account 5305212Line # 1 \$300,000.00</div> <div>8021-5305212 1 300000.00</div>								
01	*****	YR	AUTO MAINTENANCE PARTS AND SUPPLIES			.0000		300,000.00

ITEM#	ACCOUNT		AMOUNT	PROJECT CODE	PAGE TOTAL \$	
01	08021	5305212	300,000.00		TOTAL \$	
					300,000.00	

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APPROVED BY:

Carl Rouseff - Jnt
CHIEF PROCUREMENT OFFICER

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Hernando County Board of County Commissioners

Change Order Request

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

Today's Date: 03-12-2025

PO/Contract #: 25000194

Change Order Number: 1

Requisition Number: 25000194

Vendor's Name on PO: VECTOR FLEET MANAGEMENT LLC

Department/Employee: MICHELE CORNELL

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 #: 21-RG0014/PH Grant GMS #: n/a
 CO # 1 is to increase line #1 for additional parts as needed.
 BOCC approved 3/11/25 #15581.
 Increase Line 1 \$300,000.00; New Line Total \$822,158.24
 Old PO Total \$616,979.00 New PO Total \$916,979.00
 Dept 08021 Account 5305212Line # 1 \$300,000.00

8021-5305212 1 300000.00

Department Approval: DOUG LIVERMORE **Date:** 03-12-2025

Chief Procurement Officer: FRAN HALLET **Date:** 03-12-2025

BOCC Approval Date: _____

(BOCC Required per Purchasing 080E)

Revised May, 2012



Board of County Commissioners

AGENDA ITEM

Meeting: 03/11/2025
Department: Procurement Department
Prepared By: Fran Hallet
Initiator: Carla Rossiter-Smith
DOC ID: 15581
Legal Request Number: 21-157
Bid/Contract Number: 21-RG0014/PH

TITLE

Change Order No. 1 to Purchase Order With Vector Fleet Management, LLC, for Contractor Operated Parts Store for Fleet Department (Contract No. 21-RG0014/PH; Amount: \$300,000.00)

BRIEF OVERVIEW

On July 27, 2021, the BOCC approved Contract No. 21-RG0014/PH to Vector Fleet Management, LLC (Agenda Item No. 18589) for \$616,979.00 in annual expenditures and authorized the Chief Procurement Officer to approve change orders up to annual budget amounts.

Purchase Order No. 25000194 was originally issued for \$616,979.00.

Hernando County Fleet Department has requested Change Order No. 1 in the amount of \$300,000.00 for purchase of additional parts, as needed, in Fiscal Year 2025. Change Order No. 1, in the amount of \$300,000.00, would increase the purchase order to \$916,979.00.

FINANCIAL IMPACT

Funding, in the amount of 300,000.00, is available in Fleet Department:

Fund: 5071 - Vehicle Maintenance, Department: 08021 - Vehicle Maintenance, Account: 5305212 -Oper Supp-Parts

LEGAL NOTE

In accordance with Part II, Chapter 2, Article V of the Hernando County Code of Ordinances.

RECOMMENDATION

It is recommended the Board approve Change Order No. 1 in the amount of \$300,000.00 for Purchase Order No. 25000194 bringing the total purchase order amount to \$916,979.00 for Vector Fleet Management, LLC.

It is further recommended that the Board approve an annual increase of \$300,000.00 bringing the new annual spend amount to \$916,979.00.

REVIEW PROCESS

Douglas Livermore	Approved	02/18/2025 11:23 AM
Gordon Onderdonk	Approved	02/19/2025 8:39 AM
Jodi Florio	Approved	02/19/2025 5:02 PM
Carla Rossiter-Smith	Approved	02/25/2025 10:50 AM
Albert Bertram	Approved	02/26/2025 11:47 AM
Pamela Hare	Approved	02/26/2025 1:32 PM
Melissa Tartaglia	Approved	02/26/2025 5:03 PM

Heidi Kurppe	Approved	02/28/2025	1:54 PM
Toni Brady	Approved	03/03/2025	9:47 AM
Jeffrey Rogers	Approved	03/04/2025	3:34 PM
Colleen Conko	Approved	03/04/2025	3:36 PM

RESULT:	ADOPTED
MOVER:	John Allocco
SECONDER:	Jerry Campbell
AYES:	Hawkins, Campbell, Allocco and Amsler
ABSENT:	Champion



PROCUREMENT DEPARTMENT

15470 FLIGHT PATH DRIVE ♦ BROOKSVILLE, FLORIDA 34604
P 352.754.4020 ♦ F 352.754.4199 ♦ W www.HernandoCounty.us

March 11, 2025

MEMORANDUM

TO: Financial Services, Hernando County Clerk of Circuit Court & Comptroller

FROM: Carla Rossiter-Smith, MSM PMP, Chief Procurement Officer

SUBJECT: BOCC Agenda Item Approval

Please accept this memorandum as notification of the Board of County Commissioners' approval of the Agenda Items list below at the **3/11/2025** BOCC meeting.

Further evidence of the approval of these items can be found in any relevant executed agreements with the BOCC Chairman's signature on the date of approval, as appropriate and as supplied in relevant requisitions. The BOCC [meeting details](#) for the aforementioned date provides additional evidence of approval.

This memorandum is to be used interchangeably with the BOCC Agenda Item stamped with BOCC adopted as proof of BOCC approval required in the County approval process for requisition, budget resolution or grant related items.

Approved Items:

PROCUREMENT ITEMS

1. **15625** Approval of Change Order No. 6 to Purchase Order With Waller Construction, Inc., for Rotary Splash Park at Anderson Snow Sports Complex (Contract No. 23-C00045/GL; Amount of Change Order: \$376,071.89)
2. **15215** Award of Sole Source Contracts With Centrisys CNP Corporation a/k/a Centrifuge-Systems, LLC, d/b/a Centrisys for Centrifuge Equipment Repair for Utilities Department (Contract No. 25-TS0204/JC; Amount: \$218,900.00); and Equipment Lease for Lease of Centrifuge Equipment for Utilities Department (Contract No. 25-SS0205/JC; Amount: \$63,500.00)
3. **15581** Change Order No. 1 to Purchase Order With Vector Fleet Management, LLC, for Contractor Operated Parts Store for Fleet Department (Contract No. 21-RG0014/PH; Amount: \$300,000.00)
4. **15589** Invoice From Hernando County School District for Reimbursement of Expenses Related to Infrastructure Development for Dr. Dennis Wilfong Center for

Success Located at Brooksville-Tampa Bay Regional Airport (Amount:
\$260,142.78) 15589

5. 15396 Revisions to Hernando County Procurement Manual

