

PURCHASING POLICY EXCEPTION FORM

FROM:

DATE: 10/22/24
DEPARTMENT: Fleet Management
VENDOR: Walmart

DEPT DIRECTOR/
MGR SIGNATURE: [Signature] DATE: 10/22/24

Amount of Invoice: \$7,473.00 **Invoice Date:** 10/18/24

The attached request for disbursement does not appear to be in compliance with County Purchasing Policy, for the following reason:

Emergency fueling during Hurricane Milton at Walmart under contract 04-S00066. Previously placed fuel order did not come as scheduled due to port closure.

Please forward all documentation with this form attached, and letter of explanation, to the Chief Procurement Officer.

TO: CHIEF PROCUREMENT OFFICER
Please review, and upon approval, forward to County Administration.

[Signature] Date: 10/28/24

Resolution: Approved.

To process this disbursement, the request must be approved by the County Administrator.

TO: COUNTY ADMINISTRATOR
Please review, and upon approval, forward to the Finance Department for processing.
APPROVED FOR PAYMENT:

COUNTY ADMINISTRATOR (or designee): [Signature]
DATE: 10/25/24

APPROVED FOR PAYMENT:
FINANCE DIRECTOR/
ASST. FINANCE DIRECTOR

APPROVED
By Joshua Stringfellow at 9:05 am, Nov 05, 2024

Date: _____

Walmart

Save Money. Live Better
5050 Kettering Rd.
Brooksville, FL 34602

DATE: 10/18/24

TO:
Hernando County
15365 Cortez Blvd.
Brooksville, FL 34613

FOR:
EOC Fuel

DESCRIPTION	Quantity	\$ per	AMOUNT
EOC Fueling	2426.30	3.08	7473.00
TOTAL			7473.00