

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> X Increase/Decrease Quantity

Today's Date: 01-15-2025

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 additional months at \$29,100.00 each; New Line Total \$116,400.

BOCC approved increase 1/14/25 #15259

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

For Chief Procurement Officer: FRAN HALLET

Date: 01-15-2025

BOCC Approval Date: 1/14/2025

(BOCC Required per Purchasing 080E)

Revised May, 2012