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: 06/21/2023

PO/Contract #: 23000206

Change Order Number: 1

Requisition Number: RQ230117

Vendor's Name on PO: POLYDYNE INC

Department/Employee: KINSEY MAURA

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 19-P00165/CH

THIS IS A CONTRACT BLANKET PO FOR POLYMER ORDERED ON AN AS NEEDED BASIS ; C/O IS NEEDED TO COVER OUTSTANDING INVOICE

INCREASE LINE 1 $10,000.00 ; NEW LINE & PO TOTAL $151,390.00

7121-5305208 1 10000.00

Department Approval: GRACE SHEPPARD **Date:** 05/03/2023

Chief Procurement Officer: CARLA ROSSITER-SMITH **Date:** 05/08/2023

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

Revised May, 2012