

Hernando County Board of County Commissioners

Change Order Request

|   |   |   |
|---|---|---|
| <input checked="" type="checkbox"/> Add Line(s) | <input type="checkbox"/> Cancel Outstanding Balance | <input checked="" type="checkbox"/> Increase/Decrease Funds |
| <input type="checkbox"/> Delete Line(s)         | <input type="checkbox"/> Change Project Number      | <input type="checkbox"/> Increase/Decrease Blanket          |
| <input type="checkbox"/> Cancel Purchase Order  | <input type="checkbox"/> Change Account Number      | <input type="checkbox"/> Increase/Decrease Quantity         |

Today's Date: 05-20-2025

PO/Contract #: 25000194

Change Order Number: 2

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 #2 is to increase PO for additional parts as needed. Add line #3 for automotive parts and supplies.

Add Line #3 \$535,000.00; New Line Total \$535,000.00

Old PO Total \$916,979.00 New PO Total \$1,451,979.00

Dept 08021 Account 5305212 Line #3 \$535,000.00

8021-5305212 3 535000.00

Department Approval: DOUG LIVERMORE

Date: 05-20-2025

Chief Procurement Officer:

Date:

BOCC Approval Date:

(BOCC Required per Purchasing 080E)