



Board of County Commissioners

AGENDA ITEM

Meeting: 05/27/2025
Department: Procurement Department
Prepared By: Fran Hallet
Initiator: Carla Rossiter-Smith
DOC ID: 15889
Legal Request Number:
Bid/Contract Number:

TITLE

Change Order No. 2 to Purchase Order With Thomas Howell Ferguson, P.A., for Emergency Planning and Grant Program Management Services for Hurricane Milton (Contract No. 23-TGF-0218; Amount: \$231,818.00)

BRIEF OVERVIEW

Contract No. 23-TGF0218, awarded by Board on January 23, 2024, Doc ID No. 13358, to Integrated Solutions Consulting Corporation, Thomas Howell Ferguson, P.A., and Witt O'Brien's, LLC for Emergency Planning and Grant Program Management.

On October 10, 2024, the Chief Procurement Officer (CPO) approved Emergency Purchase Order No. 25000081 to Thomas Howell Ferguson PA for Emergency Planning and Grant Program Management Services for Hurricane Milton for \$25,000.00.

The purchase order was originally issued for \$25,000.00.

Change Order No. 1 was a no-cost administrative change to correct verbiage on the purchase order approved by CPO. The purchase order amount remained at \$25,000.00.

Hernando County Emergency Management Department has requested an increase for Purchase Order No. 25000081 for cover current outstanding invoices and projected invoices. Change Order No. 2 in the amount of \$231,818.00, would increase the purchase order to \$256,818.00.

Budget Amendment No. 2025-113 is in process to true up the funds in the disaster account.

FINANCIAL IMPACT

Funding in the amount of \$231,818.00 is available, pending BA2025-113 that is attached to LS 15884, in:

Fund: 0011 - General Fund, Department: 40011 - General Fund Disaster, Account: 5303401 - Contracted Services, Project: Milton24

Federal Emergency Management Agency (FEMA) reimbursement is anticipated; however, the amount and time frame of reimbursement is unknown, currently.

LEGAL NOTE

The Board has the authority to act on this item pursuant to Part II, Chapter 2, Article V of the Hernando County Code of Ordinances.

RECOMMENDATION

It is recommended the Board approve Change Order No. 2 in the amount of \$231,818.00 to

Thomas Howell Ferguson PA for Purchase Order No. 25000081, bringing the total Purchase Order amount to \$256,818.00.

REVIEW PROCESS

Paul Hasenmeier	Approved	05/09/2025 11:52 AM
Jodi Florio	Delegated	05/12/2025 9:50 AM
Amelia Gebala	Approved	05/12/2025 1:55 PM
Erin Briggs	Approved	05/15/2025 2:50 PM
Albert Bertram	Approved	05/18/2025 6:29 PM
Carla Rossiter-Smith	Approved	05/19/2025 8:22 AM
Pamela Hare	Approved	05/19/2025 9:03 AM
Melissa Tartaglia	Approved	05/20/2025 7:15 AM
Heidi Prouse	Approved	05/20/2025 9:30 AM
Toni Brady	Approved	05/21/2025 12:24 PM
Jeffrey Rogers	Approved	05/22/2025 9:10 AM
Colleen Conko	Approved	05/22/2025 10:04 AM

RESULT: ADOPTED

MOVER: John Allococo

SECONDER: Steve Champion

AYES: Hawkins, Campbell, Allococo, Amsler and Champion