

PURCHASING POLICY EXCEPTION FORM

FROM:

DATE: 09.23.2025

DEPARTMENT: Human Resources

VENDOR: OEC Business Interiors

DEPT DIRECTOR/

MGR SIGNATURE: _____ DATE: _____

Amount of Invoice: \$40,774.70

Invoice Date: 07/31/25

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

Furniture was purchased without a PO
for the CareATC expansion/buildout.

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.

Calm R. [Signature]

Date: 9/29/25

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: 9/25/25.

APPROVED FOR PAYMENT:

FINANCE DIRECTOR/

ASST. FINANCE DIRECTOR [Signature]

Date: 9/29/2025



DEPARTMENT OF HUMAN RESOURCES

BENEFITS • EMPLOYMENT • WORKERS' COMPENSATION

15470 FLIGHT PATH DRIVE • BROOKSVILLE, FLORIDA 34604

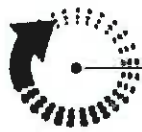
P 352.754.4013 • F 352.754.4025 • W www.HernandoCounty.us

September 23, 2025

RE: Letter of Explanation OEC Business Interiors

In order to best serve our employees with Hernando County wellness initiatives, it was determined to expand on the CareATC space. Furniture was purchased and received for the space without a purchase order (PO).

Vendor # 5817



OEC

BUSINESS INTERIORS

Invoice

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REMIT TO:

1601 NW 80th Boulevard
Gainesville, FL 32606
(352) 332-1192 FAX (352) 333-8002

1925 SW 18th CT STE 105
Ocala, FL 34471

(352) 620-2888 FAX (352) 620-2891

OEC OCALA

Invoice	Invoice Date	Customer Order	Sales Order	Ship Date	Account Representative
137415	07/31/25	SIGNED QUOTE	120902		BRENDA WAWERS

Sold To

Sam Burdin
Hernando County Bd of Cty Comm
20 North Main Street, Room 365
Brooksville FL 34601

Ship To

Sam Burdin
Hernando County Bd of Cty Comm
20 North Main St 20186 Cortex Blvd
Brooksville FL 34601

Phone +1 (352) 540-6574

Cell +1 (352) 667-1447

sburdin@co.hernando.fl.us

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Cell +1 (352) 667-1447

sburdin@co.hernando.fl.us

Project 5168

Terms NET 30 DAYS

HER352

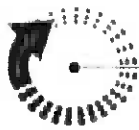
Tax 85-8012556945C-8 1/29

Quote 120539

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
1	3.00	GPME STEELCASE MINI-END Base Height: No Base Size: Small Surface Finish: Textured Metallic 7246 - MIDNIGHT METALLIC ATTIC Tag For	150.84	452.52
2	2.00	H10541X HONCOMMER 10500 Series Cred Shell 72W x 24D x 29-1/2H Select Top Laminate Color \$(L1STD) Grd L1 Standard Laminates .LKI1 Kingswood Walnut LKI1 Kingswood Walnut Tag For FURN	342.47	684.94
3	2.00	H10592 HONCOMMER 10500 Series Desk Shell 72W x 30D x 29-1/2H Select Top Laminate Color \$(L1STD) Grd L1 Standard Laminates .LKI1 Kingswood Walnut LKI1 Kingswood Walnut Tag For FURN	376.05	752.10

08121
5606401
5121

Furniture for the care ATC
expansion/build-out



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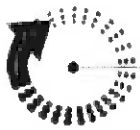
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Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
4	2.00	H10502 HONCOMMER 10500 Series Floorstnd Full Ht Ped B/B/F 15-5/8W x 22-3/4D Select Laminate \$(L1STD) Grd L1 Standard Laminates .LKI1 Kingswood Walnut Tag For FURN	337.78	675.56
5	2.00	H10504 HONCOMMER 10500 Series Floorstnding Full Ht Ped F/F 15-5/8W x 22-3/4D Select Laminate \$(L1STD) Grd L1 Standard Laminates .LKI1 Kingswood Walnut Tag For FURN	337.78	675.56
6	2.00	H105R2442 HONCOMMER 42Wx24D Rectangle Worksurface Select Top Laminate Color \$(L1STD) Grd L1 Standard Laminates .LKI1 Kingswood Walnut KI Kingswood Walnut Tag For FURN	118.32	236.64
7	2.00	HF23B HONCOMMER Black Removable Lock Core Kit Select Key Number .X101E 101E Tag For FURN	17.96	35.92
8	2.00	HF23B HONCOMMER Black Removable Lock Core Kit Select Key Number .X104E 104E Tag For FURN	17.96	35.92
9	4.00	HHN831124 HONCOMMER Flat Bracket 24D Select Color Option .S Charcoal Tag For FURN	23.28	93.12
10	2.00	HSGS6 HONCOMMER Accomodate Set of Two Guest Chairs Select Arm Type	433.85	867.70

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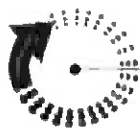
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Line	Quantity	Catalog Number / Description		Unit Price	Extended Amount
11	2.00	.F Fixed Select Caster Option .E Standard Nylon Glide Select Upholstery \$(1) Grade 1 Uph .PBLE Pebble 02 Chalk Accommodate Frame Opt .PR8 Silver Texture Tag For FURN		359.65	719.30
		HIWMU	HONCOMMER		
12	2.00	Ign 2.0 Mid-back Upholstered (non lumbar) Control Type .Y1 Synchro-Tilt W Seat Slider Select Arm Type .A Height and Width Adj. Arm Select Caster/Glide Option .S Black All-Surface Caster Select Upholstery \$(1) Grade 1 Uph .PBLE Pebble 08 Talc Select Lumbar .NL No Lumbar Select Base .SB Standard Base Select Frame Color .TI Titanium Tag For FURN		1,047.32	2,094.64
		HWH1SS	HONCOMMER		
13	1.00	West Hill Single Seat Lounge-Std Cushion West Hill Arm Selection .B Both Arms Select Upholstery \$(1) Grade 1 Uph .APX Apex 23 Pumice West Hill Foot Selection .SM Square Metal PBV Textured Titanium Tag For FURN		2,063.01	2,063.01
		HWH3SS	HONCOMMER		



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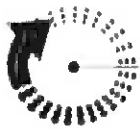
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Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
14	1.00	West Hill Three Seat Lounge-Std Cushion West Hill Arm Selection .B Both Arms Select Upholstery \$(1) Grade 1 Uph .EMP Emphasis 03 Suit West Hill Foot Selection .SM Square Metal P8V Textured Titanium Tag For FURN HSCCR36LM HONCOMMER	617.77	617.77
15	2.00	Laminat Coffee Table Round 36Dx16H Select Laminat Top \$(L1STD) Grd L1 Standard Laminates .LKI1 Kingswood Walnut KI Kingswood Walnut Select Base Color .LKI1 Kingswood Walnut Select Strecher Paint \$(P1) P1 Paint Opts .P8V Textured Titanium Tag For FURN HSCER24LM HONCOMMER	591.61	1,183.22
16	2.00	Laminat End Table Round 24Dx22H Select Laminat Top \$(L1STD) Grd L1 Standard Laminates .LKI1 Kingswood Walnut KI Kingswood Walnut Select Base Color .LKI1 Kingswood Walnut Select Strecher Paint \$(P1) P1 Paint Opts .P8V Textured Titanium Tag For FURN DSPower STEELCASE Powerstrip-Desktop Power Configuration: 2 Power, 1 USB A, 1 USB C 20W Power Finish: Plastic - PG1 6000 - BLACK Power Mount: C-Clamp Utility Power: 1 Utility, 1 Female Plug, Tray Plug: STANDARD NEMA 5-15 3-PRONG	239.99	479.98

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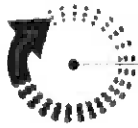
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Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
		Power Cord: 8' Standard Cord Cord Color: Black PVC: With PVC FURN		
17	2.00	DSTRAYLG STEELCASE Tray-Cable Management, Smart straps, 30W FURN	51.74	103.48
18	1.00	GPCTT STEELCASE Ceiling track-T clip OPTIONS * * OPTIONS * * POST EXT *OPT:POST EXTENSION RECESSED RECESSED WALLS	2.79	2.79
19	1.00	GPDFSBPW STEELCASE DOOR-FRAME,SINGLE,BUTT HINGE,PW Height - Planned: 109.00000 Width - Planned: 40.00000 Frame Type: Transom Aligned Lites Frame Finish: Textured Metallic 7246 - MIDNIGHT METALLIC Thickness - Glass: 0.25000 Glass Finish: Non-Sided Glass 6500 - CLEAR GLASS Handedness: Left Hand Switch Cutout: No Cutout Post Extension: Recessed Ceiling Track Ref ID: DF6938 Privacy Wall , Transom-Aligned Single , Butt-Hinged Door Frame , Any Planned Width x , Any Planned Height , Special: , CHANGE: , * Transom to be Open, No Glass , * With Filler Package to finish , Glass Groove WALLS	962.76	962.76
20	1.00	GPDFSBPW STEELCASE DOOR-FRAME,SINGLE,BUTT HINGE,PW Height - Planned: 109.00000 Width - Planned: 40.00000 Frame Type: Transom Aligned Lites Frame Finish: Textured Metallic 7246 - MIDNIGHT METALLIC Thickness - Glass: 0.25000 Glass Finish: Non-Sided Glass 6500 - CLEAR	962.76	962.76

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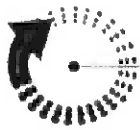
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Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
21	1.00	GLASS Handedness: Right Hand Switch Cutout: No Cutout Post Extension: Recessed Ceiling Track Ref ID: DFE699 Privacy Wall , Transom-Aligned Single , Butt-Hinged Door Frame , Any Planned Width x , Any Planned Height , Special: , CHANGE: , * Transom to be Open, No Glass , ^ With Filler Package to finish , Glass Groove Tag For WALLS	2,423.42	2,423.42
	1.00	GPLGSBTPW STEELCASE DOOR-LEAF, GLS, SGL, TRANSM, BTTHNG, BTMRL, P W Width - Planned: 40.00000 Frame Finish: Textured Metallic 7246 - MIDNIGHT METALLIC Door Finish: Non-Sided Glass 6500 - CLEAR GLASS Latch Preparation: Cylindrical Door Type: Glass with 5" Bottom Rail Handedness: Left Hand Ref ID: DL44F0 Tag For WALLS		
22	1.00	GPLGSBTPW STEELCASE DOOR-LEAF, GLS, SGL, TRANSM, BTTHNG, BTMRL, P W Width - Planned: 40.00000 Frame Finish: Textured Metallic 7246 - MIDNIGHT METALLIC Door Finish: Non-Sided Glass 6500 - CLEAR GLASS Latch Preparation: Cylindrical Door Type: Glass with 5" Bottom Rail Handedness: Left Hand Ref ID: DL44F0 Tag For WALLS	2,423.42	2,423.42
	1.00	GPLGSBTPW STEELCASE DOOR-LEAF, GLS, SGL, TRANSM, BTTHNG, BTMRL, P W Width - Planned: 40.00000 Frame Finish: Textured Metallic 7246 - MIDNIGHT METALLIC Door Finish: Non-Sided Glass 6500 - CLEAR GLASS Latch Preparation: Cylindrical Door Type: Glass with 5" Bottom Rail Handedness: Right Hand Ref ID: DL7E77 Tag For WALLS		
23	7.00	GPCKFPG STEELCASE FASTENER KIT-CEILING Fastener: 9/16" Tegular Tag For WALLS	26.56	185.92
	7.00	GPCKFPG STEELCASE FASTENER KIT-CEILING Fastener: 9/16" Tegular Tag For WALLS		
24	5.00	GPFSHP1 STEELCASE	16.32	81.60

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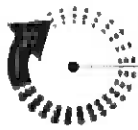
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Line	Quantity	Catalog Number / Description		Unit Price	Extended Amount
		FEATURE STRIP-HALF, PKG OF 1 Base Height: 5 IN Height Height - Planned: 109.00000 Surface Finish: Textured Metallic 7246 - MIDNIGHT METALLIC Tag For WALLS			
25	2.00	GPFSP25	STEELCASE	300.49	600.98
		FEATURERIP-PKG OF 25 Base Height: 5 IN Height Height - Planned: 109.00000 Surface Finish: Textured Metallic 7246 - MIDNIGHT METALLIC Wall Application: Two Painted Components Tag For WALLS			
26	13.00	GPUFG	STEELCASE	14.33	186.29
		Floor gripper-Universal, 16W Tag For WALLS			
27	2.00	GPDHCL	STEELCASE	492.72	985.44
		HARDWARE-DOOR,CYLINDRICAL Hardware Finish: Satin Chrome 9200 - SATIN CHROME Keying: w/ Core, Random Keyed Tag For WALLS			
28	2.00	GPDHSBHS	STEELCASE	87.96	175.92
		HINGE-BUTT,SINGLE DOOR,SOLID Hardware Finish: Satin Chrome 9200 - SATIN CHROME Hinge Count: 3 Tag For WALLS			
29	2.00	GPDSBS	STEELCASE	39.80	79.60
		Hardware-Door, Screw in base stop PLATE :9200 SATIN CHROME Tag For WALLS			
30	3.00	GPME	STEELCASE	150.84	452.52
		MINI-END Base Height: 5 IN Height Height - Planned: 109.00000 Size: Medium Surface Finish: Textured Metallic 7246 - MIDNIGHT			

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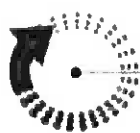
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Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
31	4.00	Tag For METALLIC WALLS GPGP STEELCASE PANEL-WALL,ALL GLASS,PW Height - Planned: 109.00000 Configuration: Standard Width - Planned: 36.00000 Frame Finish: Textured Metallic 7246 - MIDNIGHT METALLIC Frame Type: No Slider Muntin Count: 1 Muntin Top Muntin Size: 2 1/4 IN Height Height Muntin - 1: 87.00000 Thickness - Glass: 0.25000 1st Glass Finish: Non-Sided Glass 6500 - CLEAR GLASS 2nd Glass Finish: Non-Sided Glass 6500 - CLEAR GLASS Post Extension: Recessed Ceiling Track Power/Communication: No Power/Communication Ref ID: PG7D9E Privacy Wall , Glass Wall Panel , Any Specifiable Planned Width x , Any Specifiable Planned Height , With Divided Lites , Special: , CHANGE: , * Top Lite to be OPEN, No Glass , * With Filler Package to Fill the , Glass Groove	615.71	2,462.84
32	9.00	Tag For GPSP STEELCASE PANEL-WALL,SOLID,PW Height - Planned: 109.00000 Configuration: Standard Width - Planned: 48.00000 Surface 1 Finish: Textured Metallic 7246 - MIDNIGHT METALLIC Surface 2 Finish: Textured Metallic 7246 - MIDNIGHT METALLIC Core: Hollow Core Post Extension: Recessed Ceiling Track Base Height: 5 IN Height Power/Communication: No Power/Communication Surface Power: No Power Locations Ref ID: PS2656 Tag For WALLS	774.91	6,974.19



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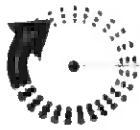
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33	2.00	GPP2 STEELCASE POST-2WAY, PW Base Height: 5 IN Height Height - Planned: 109.00000 Surface Finish: Textured Metallic 7246 - MIDNIGHT METALLIC Angle: 90 Tag For WALLS	95.92	191.84
34	1.00	GPP3 STEELCASE POST-3WAY, PW Base Height: 5 IN Height Height - Planned: 109.00000 Surface Finish: Textured Metallic 7246 - MIDNIGHT METALLIC Angle: 90 Tag For WALLS	113.43	113.43
35	6.00	GPCTPG STEELCASE TRACK-CEILING Surface Finish: Textured Metallic 7246 - MIDNIGHT METALLIC Ceiling Track: Recessed Ceiling Track Track: Straight Tag For WALLS	86.76	520.56
36	2.00	GPCRNTPG STEELCASE TRACK-CEILING,CORNER Surface Finish: Textured Metallic 7246 - MIDNIGHT METALLIC Angle: 90 Ceiling Track: Recessed Ceiling Track Tag For WALLS	85.57	171.14
37	11.00	GPBTCPG STEELCASE TRIM-BASE,CONTINUOUS Base Height: 5 IN Height Surface Finish: Textured Metallic 7246 - MIDNIGHT METALLIC Tag For WALLS	59.30	652.30
38	2.00	GPBTCRNPG STEELCASE TRIM-BASE,CORNER Base Height: 5 IN Height Surface Finish: Textured Metallic 7246 - MIDNIGHT	59.30	118.60



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Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
39	1.00	METALLIC Angle: 90 WALLS SERVICE OEC PPW LABOR FOR WALLS AND DOORS	7,300.00	7,300.00
40	1.00	SERVICE2 OEC TO RECEIVE, INSPECT, DELIVER & INSTALL STATE CONTRACT FURNITURE	975.00	975.00

Invoice Totals

Sub Total	40,774.70
Florida Sales Tax Exempt	0.00
Please Pay This Amount	40,774.70

End of Invoice