



**HERNANDO COUNTY  
BOARD OF COUNTY COMMISSIONERS**

15470 FLIGHT PATH DR  
BROOKSVILLE, FL 34604

**PURCHASE ORDER-CHANGE NO. 23000978-1**

PAGE NO. 1

emily.lambert@stantec.com

72214 FAX: 727-539-1294

STANTEC CONSULTING SERVICES INC

380 PARK PLACE BLVD STE 100

CLEARWATER FL 33759

PDF

COPY  
TO

WATERWAY MAINTENANCE

HERNANDO COUNTY

P 4170 PINEDALE COURT

SPRING HILL FL 34607

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ORDER DATE: 08/03/23		BUYER: DMERRITT		REQ. NO.: RQ231093	REQ. DATE:
TERMS: NET 30 DAYS		F.O.B.: FOB DESTINATION		DESC.: LAKE TOWNSEN BOAT RAMP CO	
ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
<p>This Purchase is in accordance with Hernando County Contract No. 20-RG0002/PH Entitled: Engineering Services for Lake Townsen Boat Ramp Project, BOCC Approved on: 10/13/2020, Doc ID No.17500.</p> <p>The Contract 20-RG0002/PH Terms and Conditions apply, and the Purchase Order Terms and Conditions do not apply to this purchase. (Replaces PO 21000324 due to Novation Agreement)</p> <p>The County issued a Notice to Proceed (NTP) for the work to begin on Nov 6 2020. The Period of Performance is twenty-four (24) months or through construction completion, whichever is greater from the issuance of the Notice to Proceed (NTP) identifying the commencement date.</p> <p>County Contact Person is: Carla Burrmann, (352) 754-4737 Contractor Contact is: Douglas Stoker, (352) 754-4551</p> <p>Dept Note: FWC funded project/Lake Townsen Boat Ramp Improvements Agreement No. 18075, Agreement Executed: 04/26/2019 GMS-275.</p> <p>11/20/2025 Change Order No 1 - MP Change order #1 is to administratively close this PO</p>					

ITEM#	ACCOUNT	AMOUNT	PROJECT CODE	PAGE TOTAL \$
				TOTAL \$
PDF COPY				

\*\*SEE TERMS AND CONDITIONS ON REVERSE SIDE\*\*

**APPROVED BY:**

*Carla Burrmann*

CHIEF PROCUREMENT OFFICER

## HERNANDO COUNTY PURCHASE ORDER TERMS AND CONDITIONS

### GENERAL

The condition of this order may not be changed by Vendor/Contractor. If order is not acceptable, return to Hernando County Purchasing and Contracts Department. Failure of a Vendor/Contractor to deliver according to this purchase order awarded to him or to comply with any of the terms and conditions therein may disqualify him from receiving future orders.

### QUALITY

All material or services furnished on this order must be as specified and subject to County inspection and approval within a reasonable time after delivery at destination. Variations in materials or services from those specified in this order must not be made without written authority from the Chief Procurement Officer. Materials rejected will be returned at the Vendor/Contractor's risk and expense.

### QUANTITY/PRICE

The quantity of materials ordered or the prices specified must not be exceeded without written authority being first obtained from the Chief Procurement Officer.

### INDEMNITY AND INSURANCE

The Vendor/Contractor agrees to indemnify and hold harmless Hernando County, including its officers, agents and employees, from all claims, damages, losses and expenses, including reasonable attorneys' fees, and costs brought or incurred on account of injuries or damages sustained by any party due to the operations of the Vendor/Contractor under this contract. The Vendor/Contractor further agrees to provide workers' compensation for all employees, and to maintain such general and auto liability insurance as is deemed necessary by the County for the particular circumstances and operations of the Vendor/Contractor. The Vendor/Contractor further agrees to provide the County with Certificates of Insurance, indicating the amount of coverage in force, upon request.

### PACKING

Packages must be plainly marked with shipper's name and purchase order number; charges are not allowed for boxing or crating unless previously agreed upon in writing.

### DELIVERY

All materials must be shipped F. O. B. destination. The County will pay no freight or express charges, except by previous agreement. If specific purchase is negotiated on the basis of F.O.B. shipping point, VENDOR/CONTRACTOR ARE TO PREPAY SHIPPING CHARGES AND ADD TO INVOICE. Delivery must actually be affected within the time stated on purchase made between 8:00 AM and 5:00 PM Monday to Friday inclusive unless otherwise stated. In case of default by the Vendor/Contractor, Hernando County may procure the articles or services covered by this order from other sources and hold the Vendor/Contractor responsible for any excess occasioned thereby.

### PAYMENT

Partial billing will be accepted only for items received within the specified delivery period. Payments for items delivered after this specified delivery period will be made after the entire order is completed and accepted by Hernando County. Payment shall be made in accordance with Florida Statute 218, Florida Prompt Payment Act. Payment for accepted equipment/supplies/services will be accomplished by submission of an invoice, in duplicate; to the Ship To Address on the front of the purchase order unless otherwise indicated.

### MATERIAL SAFETY DATA SHEET

The Vendor/Contractor agrees to furnish Hernando County with a current Material Safety Data Sheet (MSDS) on or before delivery of each and every hazardous chemical or substance purchased which is classified as toxic under Florida Statute 442. Appropriate labels and MSDSs shall be provided for all shipments. Send MSDSs and other pertinent data to: Hernando County Purchasing and Contracts Department, 20 North Main Street, Room 365, Brooksville, FL 34601-2828.

### OSHA REQUIREMENT

The Vendor/Contractor or contractor hereby guarantees Hernando County that all materials, supplies and equipment as listed on the purchase order meet the requirements, specifications and standards as provided for under the Federal Occupations Safety and Health Administration Act of 1970, as from time to time amended and in force at the date thereof.

### LEGALLY AUTHORIZED WORKFORCE

VENDOR/CONTRACTOR represents and warrants that VENDOR/CONTRACTOR is in compliance with all applicable federal, state and local laws, including, but not limited to, the laws related to the requirement of an employer to verify an employee's eligibility to work in the United States. VENDOR/CONTRACTOR is encouraged (but not required) to incorporate the IMAGE best practices into its business and, when practicable, incorporate verification requirements into its agreements with subcontractors. The IMAGE Best Practices can be found on the COUNTY'S website at [www.hernandocounty.us/pur/](http://www.hernandocounty.us/pur/).

### INSURANCE

The Contractor shall maintain in effect at all times during the performance of the services insurance coverage according to the Contract between Contractor and COUNTY. All waiver of subrogation provisions of the Contract apply. In the absence of a current Contract, the Contractor shall, at its sole expense, maintain in effect at all times during the performance of the services insurance coverage with limits not less than those set forth below (unless the County agrees in writing to lower limits) and with insurers and under forms of policies satisfactory to COUNTY; Contractor shall endorse Hernando County as an additional insured on the commercial general liability (additional insured shall read "Hernando County Board of County Commissioners); Contractor waives subrogation as to the General Liability policy unless a policy condition prohibits pre-loss waiver of subrogation, in which case Contractor shall request of the insurer that the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others unless such policy prohibits such an endorsement or voids coverage should VENDOR/CONTRACTOR enter into such an agreement on a pre-loss basis.

<u>Coverage</u>	<u>Minimum Amounts and Limits</u>
(a) Worker's Compensation	Statutory requirements at location of work
Employer's Liability	\$ 100,000 each accident \$ 100,000 by employee \$ 500,000 policy limit
(b) Commercial General Liability	\$ 2,000,000 General Aggregate
(Additional Insured & Wavier Of Subrogation)	\$ 2,000,000 Products-Comp. Ops Agg. \$ 1,000,000 Each Occurrence \$ 5,000 Medical Expense
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ORDER DATE: 08/03/23		BUYER: DMERRITT		REQ. NO.: RQ231093	REQ. DATE:
TERMS: NET 30 DAYS		F.O.B.: FOB DESTINATION		DESC.: LAKE TOWNSEN BOAT RAMP CO	
ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
for FY25 roll. Approved by CPO.					
Decrease Line #1 \$215.86					
Total Decrease \$215.86					
01	7019.14	JOB	ENGINEERING SERVICES FOR LAKE TOWNSON BOAT RAMP. THIS PO REPLACES CARDNO PO 21000324 - SEE NOVATION AGREEMENT.	1.0000	7,019.14

ITEM#	ACCOUNT	AMOUNT	PROJECT CODE	PAGE TOTAL \$	7,019.14
01	37201 5606378	7,019.14	111260	<b>TOTAL \$</b>	<b>7,019.14</b>

PDF COPY

*Carle Rose - Stantec*

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**APPROVED BY:**

CHIEF PROCUREMENT OFFICER

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TERMS: NET 30 DAYS		F.O.B.: FOB DESTINATION		DESC.: CHANGE ORDER - 1	
ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
<p>11/20/2025 Change Order No 1 - MP  Change order #1 is to administratively close this PO for FY25 roll. Approved by CPO.</p> <p>Decrease Line #1 \$215.86</p> <p>Total Decrease \$215.86</p>					
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Option of Split Limits: (1.) Bodily Injury	\$ 1,000,000 Per Person or \$1,000,000 Per Accident

**From:** Carla Rossiter-Smith <CRossiter-Smith@co.hernando.fl.us>

**Sent:** Thursday, November 20, 2025 8:22 AM

**To:** Fran Hallet <FHallet@co.hernando.fl.us>

**Subject:** Administratively Close POs for Roll

Hi Fran,

Will you please administratively close the list of POs below that were not approved to roll.

ENCUMBRANCE	BUDGET UNIT	ACCOUNT	VENDOR NUMBER	NAME	FINAL EI
22000663-01	40011	5303401	47132	WITT OBRIENS LLC	
23000422-02	02091	5303101	28636	RM MED SERVICE INC	
23000557-01	01251	5305274	52885	COMPUTERS AT WORK	
23000666-01	02375	5606401	43405	SAFARI MICRO INC	
23000749-01	01251	5303101	78242	DONA HIGGINBOTHAM	
23000978-01	37201	5606378	72214	STANTEC CONSULTING	
24000006-01	01421	5305225	58874	MWI VETERINARY SUP	
24000301-02	03711	5304401	84497	CIT BANK NA	
24000301-03	03711	5304401	84497	CIT BANK NA	
24000491-01	01251	5303401	87979	FMLASOURCE INC	
25000001-02	40011	5303401	64834	RATP DEV USA INC	
25000067-04	07811	5303401	100928	REDWIRE LLC	
25000067-05	07811	5303401	100928	REDWIRE LLC	
25000067-06	07811	5303401	100928	REDWIRE LLC	
25000214-01	01421	5305201	3963	WAGON WHEEL FEED	
25000241-01	04801	5304301	35721	REPUBLIC SERVICES O	
25000275-01	01801	5304401	84497	CIT BANK NA	
25000434-01	01251	5303401	87979	FMLASOURCE INC	
25000682-02	03711	5304401	97002	WELLS FARGO FINANC	
25000682-03	03711	5304401	97002	WELLS FARGO FINANC	
25000823-01	02091	5303101	28636	RM MED SERVICE INC	
25000823-02	02091	5303101	28636	RM MED SERVICE INC	
25000912-01	35071	5808201	15363	UNITED WAY OF HERN	

Thanks,

Carla Rossiter-Smith, MSM, PMP, GPC

Chief Procurement Officer

[Crossiter-smith@co.hernando.fl.us](mailto:Crossiter-smith@co.hernando.fl.us)

Office: (352) 540-6544

Cell: (352) 667-4272