



**HERNANDO COUNTY
BOARD OF COUNTY COMMISSIONERS**

15470 FLIGHT PATH DR
BROOKSVILLE, FL 34604

PURCHASE ORDER-CHANGE NO. 24001002-2

PAGE NO. 1

mohsen@mdginc.us

95795

MOHSEN DESIGN GROUP INC.
2202 N WESTSHORE BLVD STE 200
TAMPA FL 33607

PDF

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AIRPORT OPERATIONS
15800 FLIGHT PATH DRIVE
BROOKSVILLE FL 34604

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ORDER DATE: 08/30/24		BUYER: GGRIMMER		REQ. NO.: RQ241071		REQ. DATE: 09/30/24	
TERMS: NET 30 DAYS			F.O.B.: FOB DESTINATION		DESC.: RUNWAY 321 REHAB & SHIFT		
ITEM#	QUANTITY	UOM	DESCRIPTION		UNIT PRICE	EXTENSION	
<p>This Purchase is in accordance with Hernando County Profession Service Agreement (PSA) with Contractor Named Mohsen Design Group Inc., Hernando County File No. 24-RFQG00712/EK, BOCC Approved on: July 9, 2024, Doc ID No. 14145. The PSA Terms and Conditions apply, and the Purchase Order Terms and Conditions do not apply to this purchase. The assignment of this Purchase Order represents the County's Notice to Proceed to the Contractor to begin service contemplated. The period of performance is 315 days from date of issuance of this PO.</p> <p>The County Contact Person is: Steve Miller, Phone Number: 352-754-4061 The Contractor Contact is: Timeka Carter, Phone Number: 813-244-6609 Email: mohsen@mdginc.us</p> <p>11/21/2025 Change Order No 1 - MP Contract # " 24-RFQG00712/EK Contract Name: Professional Svcs Agreement Grant GMS #'s: 471 & 537 CO # 1 is requested to extend the project 200 days due to an oversight at the department level. We had not realized that the purchase order expired until it was</p>							

ITEM#	ACCOUNT	AMOUNT	PROJECT CODE	PAGE TOTAL \$
				TOTAL \$
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				<i>Caleb Rouseff - State</i>

SEE TERMS AND CONDITIONS ON REVERSE SIDE

APPROVED BY:

CHIEF PROCUREMENT OFFICER



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TERMS: NET 30 DAYS			F.O.B.: FOB DESTINATION		DESC.: RUNWAY 321 REHAB & SHIFT		
ITEM#	QUANTITY	UOM	DESCRIPTION		UNIT PRICE	EXTENSION	
<p>brought to our attention.</p> <p>This PO will remain open through project completion.</p> <p>Current Substantial Completion date: N/A New Substantial Completion date: N/A Current Final Completion date: 1/27/26 New Final Completion date: 1/27/26</p> <p>2/2/2026 Change Order No 2 - MP Contract#: 24-RFQG00712/EK Contract Name Professional Svcs Agreement (PSA) with MOHSEN DESIGN GROUP, INC. Grant GMS#: 471 & 537 CO#2 is requested to extend the Project 540 days due to the PO expiring on 1/27/26, yet the purchase order being open until project completion. It was a misunderstanding at the department level. We spoke with procurement staff and were directed to enter a change order for time extension, as soon as possible. This PO will remain open through project completion. Current Substantial Completion date: N/A New Substantial Completion date: N/A Current Final Completion date: 1/27/26 New Final Completion date: 7/21/27</p>							

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				TOTAL \$
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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/.

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 Employer's Liability	Statutory requirements at location of work \$ 100,000 each accident \$ 100,000 by employee \$ 500,000 policy limit
(b) Commercial General Liability (Additional Insured & Wavier Of Subrogation)	\$ 2,000,000 General Aggregate \$ 2,000,000 Products-Comp. Ops Agg. \$ 1,000,000 Each Occurrence \$ 5,000 Medical Expense
(c) Automobile Liability Option of Split Limits: (1.) Bodily Injury	\$ 1,000,000 Combined Single Limit (owned, hired and non-owned) \$ 1,000,000 Per Person or \$1,000,000 Per Accident



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PAGE NO. 3

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ORDER DATE: 08/30/24		BUYER: GGRIMMER		REQ. NO.: RQ241071	REQ. DATE: 09/30/24
TERMS: NET 30 DAYS		F.O.B.: FOB DESTINATION		DESC.: RUNWAY 321 REHAB & SHIFT	
ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
01	526646.00	EA	E1 - RUNWAY 3-21 BASIC SERVICES	1.0000	526,646.00
02	86986.00	EA	E1 - RUNWAY 3-21 SPECIAL SERVICES	1.0000	86,986.00
03	136368.00	EA	E1 - RUNWAY 3-21 SUBCONSULTANTS	1.0000	136,368.00
04	4370.00	EA	E1 - RUNWAY 3-21 SUBCONSULTANTS (CONOTD) AND EXPENSES	1.0000	4,370.00
05	2900.00	EA	E1 - EXPENSES & SWFWMD PERMIT FEES	1.0000	2,900.00
06	48562.00	EA	E2 - RUNWAY CONVERSION BASIC SERVICES	1.0000	48,562.00
07	24668.00	EA	E2 - RUNWAY CONVERSION SPECIAL SERVICES	1.0000	24,668.00
08	87869.00	EA	E2 - RUNWAY CONVERSION SUBCONSULTANTS	1.0000	87,869.00
10	1000.00	EA	E2 - EXPENSES - REPRODUCTION & SWFWMD PERMIT FEES	1.0000	1,000.00

ITEM#	ACCOUNT	AMOUNT	PROJECT CODE	PAGE TOTAL \$	919,369.00
01	34301 5626586	526,646.00	111918	TOTAL	\$ 919,369.00
02	34301 5626586	86,986.00	111918		
03	34301 5626586	136,368.00	111918		
04	07411 5626586	4,370.00	111918		
05	07411 5666537	2,900.00	111917		
06	34299 5666537	48,562.00	111917		
07	34299 5666537	24,668.00	111917		
08	34299 5666537	87,869.00	111917		
10	34299 5666537	1,000.00	111917		

SEE TERMS AND CONDITIONS ON REVERSE SIDE

APPROVED BY:

Carl Rouseff - State

CHIEF PROCUREMENT OFFICER



**HERNANDO COUNTY
BOARD OF COUNTY COMMISSIONERS**

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PURCHASE ORDER-CHANGE NO. 24001002-2
CHANGE DATE: 02/02/26

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ORDER DATE: 08/30/24		BUYER: GGRIMMER		REQ. NO.: RQ241071	REQ. DATE: 07/22/24
TERMS: NET 30 DAYS		F.O.B.: FOB DESTINATION		DESC.: CHANGE ORDER - 2	
ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
<p>2/2/2026 Change Order No 2 - MP Contract#: 24-RFQG00712/EK Contract Name Professional Svcs Agreement (PSA) with MOHSEN DESIGN GROUP, INC. Grant GMS#: 471 & 537 CO#2 is requested to extend the Project 540 days due to the PO expiring on 1/27/26, yet the purchase order being open until project completion. It was a misunderstanding at the department level. We spoke with procurement staff and were directed to enter a change order for time extension, as soon as possible. This PO will remain open through project completion. Current Substantial Completion date: N/A New Substantial Completion date: N/A Current Final Completion date: 1/27/26 New Final Completion date: 7/21/27</p>					
01	.00	EA	E1 - RUNWAY 3-21 BASIC SERVICES	.0000	.00

ITEM#	ACCOUNT	AMOUNT	PROJECT CODE	PAGE TOTAL \$.00
01	34301 5626586	.00	111918	TOTAL \$.00

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Calc Rouseff-Jane

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APPROVED BY:

CHIEF PROCUREMENT OFFICER

Hernando County Board of County Commissioners
15470 Flight Path Dr.
Brooksville, FL 34604

Construction Change Order

Owner: Hernando County Board of County Commissioners
Owner's Representative:

Vendor: MOHSEN DESIGN GROUP INC

Change Order No. 2
Contract No. 24001002

Change Order Date: 01-30-2026
Contract Date:

Project Description:

RUNWAY 321 REHAB & SHIFT

The Project is Changed as Follows

Justification: Contract#: 24-RFQG00712/EK Contract Name Professional Svcs Agreement (PSA) with MOHSEN DESIGN GROUP, INC.

Grant GMS#: 471 & 537

CO#2 is requested to extend the Project 540 days due to the PO expiring on 1/27/26, yet the purchase order being open until project completion. It was a misunderstanding at the department level. We spoke with procurement staff and were directed to enter a change order for time extension, as soon as possible.

This PO will remain open through project completion.

Current Substantial Completion date: N/A

New Substantial Completion date: N/A

Current Final Completion date: 1/27/26

New Final Completion date: 7/21/27

Total Addition/Deduction this Change Order: .00

The Original Contract Sum was 1,106,869.00

Net Change by previously authorized Change Orders: .00

The Contract Sum prior to this Change Order was 1,106,869.00

The Net Amount of this Change Order is: .00

The new Contract Sum including this Change Order will be 1,106,869.00

The Contract Time will be changed by this Change Order (Days): 540

The Date of Substantial Completion as of the date of this Change Order therefore is:

Vendor Name/Address:

MOHSEN DESIGN GROUP INC
2202 N WESTSHORE BLVD STE 200
TAMPA, FL 33607

Owner or Owner's Representative:

Hernando County Commission
15470 Flight Path Dr.
Brooksville, FL 34601



Authorized Signature

Date: 1/30/26

Fran Hallett Digitally signed by Fran Hallett
Date: 2026.01.30 15:56:40
-05'00'

For **Chief Procurement Office**

Date: 1/30/2026

Distribution:

- Vendor - Original
- Purchasing & Contracts
- Finance
- Requisitioning
- Contract File



MEMORANDUM

TO: Carla Rossiter-Smith, MSM, PMP, GPC
Chief Procurement Officer

FROM: Steve Miller, *SM*
Airport Manager

DATE: January 30, 2026

SUBJECT: PO# 24001002
Runway 321 Rehab & Shift / Abandoned Runway

Due to some confusion at the department level the purchase order expired on January 27, 2026. The confusion is due to the verbiage that stated that the PO is open until project completion. . As soon as it was brought to our attention, we spoke with procurement staff and were directed to enter a change order as soon as possible.

Thank you.

Grant Compliance Review Form

Please confirm the following tasks have been completed. Check "Yes" or "No" for each and add comments as needed.

PO: 24001002	CO #: 2	Vendor: Mohsen Design Group Inc	GMS #: 537	Award: G2M86
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Grant Compliance Check

Task	Yes	No	N/A	Comments
Purchase aligns with the grant's activities and objectives <small>(List equipment or real property)</small>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Department is requesting an extension for the Purchase Order scheduled to expire on January 27, 2026. The requested extension would align the PO expiration with the project's anticipated completion date of July 21, 2027.
Period of performance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	09/22/2023 – 06/30/2027
Equipment and Real Property	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
BCC and/or Legal Approval	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6/27/2023 LS#12320
Funding agency approval	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	FDOT

Procurement Compliance Check

Task	Yes	No	N/A	Comments
Suspension & Debarment <small>State & Federal Transactions >\$25k</small>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Vendors check completed with original request
Purchase was competitively procured <small>(if applicable)</small>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	24-RFQG00712/EK
Procurement type is properly classified <small>(e.g., Micro-purchase <\$10,000.00, Small Purchase \$10,000.01-\$50,000.00, Formal Procurement (Sealed Bids & Proposals) > \$50,000.01)</small>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Procurement category – Sealed Bidding & Proposal exceeding \$50,000.01
Cost & Price Analysis for items over \$250,000.00 (Please Attach Analysis to Form)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cost & Price Analysis completed with original request

Budget & Funding Availability Check

Task	Yes	No	N/A	Comments
Sufficient budget allocated for this purchase - eFinance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dept: Account: Funds Available: This change order relates solely to timing modifications.
The purchase is within the approved budget- agreement	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	This change order relates solely to timing modifications.

Notes and Reviewer Sign Off

Approved Not Approved Needs Correction

Notes:

Reviewed By Date: Janaya Swanson 1/30/2026

Grant Compliance Review Form

Please confirm the following tasks have been completed. Check "Yes" or "No" for each and add comments as needed.

PO: 24001002	CO #: 2	Vendor: Mohsen Design Group Inc	GMS #: 471	Award: G2M86
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Grant Compliance Check

Task	Yes	No	N/A	Comments
Purchase aligns with the grant's activities and objectives <small>(List equipment or real property)</small>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Department is requesting an extension for the Purchase Order scheduled to expire on January 27, 2026. The requested extension would align the PO expiration with the project's anticipated completion date of July 21, 2027.
Period of performance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	09/22/2023 – 06/30/2027
Equipment and Real Property	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
BCC and/or Legal Approval	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6/27/2023 LS#12320
Funding agency approval	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	FDOT

Procurement Compliance Check

Task	Yes	No	N/A	Comments
Suspension & Debarment <small>State & Federal Transactions >\$25k</small>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Vendors check completed with original request
Purchase was competitively procured <small>(if applicable)</small>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	24-RFQG00712/EK
Procurement type is properly classified <small>(e.g., Micro-purchase <\$10,000.00, Small Purchase \$10,000.01-\$50,000.00, Formal Procurement (Sealed Bids & Proposals) > \$50,000.01)</small>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Procurement category – Sealed Bidding & Proposal exceeding \$50,000.01
Cost & Price Analysis for items over \$250,000.00 (Please Attach Analysis to Form)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cost & Price Analysis completed with original request

Budget & Funding Availability Check

Task	Yes	No	N/A	Comments
Sufficient budget allocated for this purchase - eFinance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dept: Account: Funds Available: This change order relates solely to timing modifications.
The purchase is within the approved budget- agreement	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	This change order relates solely to timing modifications.

Notes and Reviewer Sign Off

Approved Not Approved Needs Correction

Notes:

Reviewed By Date: Janaya Swanson 1/30/2026