

## PURCHASING POLICY EXCEPTION FORM

**FROM:**

DATE: 4/30/2026

DEPARTMENT: Solid Waste

VENDOR: Seggie Custom Builders

DEPT DIRECTOR/

MGR SIGNATURE: [Signature] DATE: 4/30/2026

Amount of Invoice: 13,950.00 Invoice Date: 3/13/2026

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

Work was completed on the scale house roof over for  
damage caused by a Republic Truck, without a purchase order  
See Attached

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.

[Signature] Date: 5/11/26

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: 5-11-26

APPROVED FOR PAYMENT:

FINANCE DIRECTOR/

ASST. FINANCE DIRECTOR

**APPROVED**

By Joshua Stringfellow at 2:33 pm, May 11, 2026

Date: \_\_\_\_\_

**RECEIVED**

By Denise Flores at 2:29 pm, May 11, 2026

Seggie Custom Builders LLC.

# Invoice

8494 Eldridge RD  
Spring Hill, FL 34608

| Date      | Invoice # |
|-----------|-----------|
| 3/13/2026 | 8741      |

**PAST DUE**

|                                                           |
|-----------------------------------------------------------|
| Bill To                                                   |
| HC BOCC<br>15470 Flight Path Dr.<br>Brooksville, FL 34604 |

|                                            |
|--------------------------------------------|
| Job Address                                |
| 14450 Landfill Rd<br>Brooksville, FL 34616 |

| P.O. No. | Terms | Project |
|----------|-------|---------|
|          |       |         |

| Description                                                                                                                                                            | Qty | Rate      | Est Amt   | Prior Amt               | Total % | Amount      |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|-----------|-----------|-------------------------|---------|-------------|
| Remove & replace damaged materials on scalehouse roof-over. Color to be closest to existing color.<br>Solid Waste will take care of the disposal of damaged materials. | 1   | 13,950.00 | 13,950.00 |                         | 100.00% | 13,950.00   |
|                                                                                                                                                                        |     |           |           | <b>Total</b>            |         | \$13,950.00 |
|                                                                                                                                                                        |     |           |           | <b>Payments/Credits</b> |         | \$0.00      |
|                                                                                                                                                                        |     |           |           | <b>Balance Due</b>      |         | \$13,950.00 |



## DEPARTMENT OF SOLID WASTE

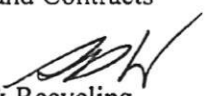
SOLID WASTE ♦ RECYCLING ♦ SW CODE ENFORCEMENT ♦ FINANCE ♦ HOUSEHOLD HAZARDOUS WASTE

14450 LANDFILL RD ♦ BROOKSVILLE, FLORIDA 34614

P 352.754.4112 ♦ F 352.754.4118 ♦ W [www.HernandoCounty.us](http://www.HernandoCounty.us)

Date: April 30, 2026

To: Carla Rossiter-Smith  
Procurement and Contracts

From: Scott Harper   
Solid Waste & Recycling

Subject: Purchasing Policy Exception Seggie Custom Builders

The Solid Waste Department is requesting a PPE for work that was done during the current fiscal year. The vendor Seggie Custom Builders repaired the scale house roof over after being damaged by a Republic Services garbage truck in early 2025.

Invoice 8741 dated March 13, 2026 in the amount of 13,950.00 was received for payment without a purchase order being issued.

The County received a check in June of 2025 for 15,754.51 dollars from Republic Services insurance carrier to pay for repairs to the roof over. After several months of trying to obtain quotes for the repair and several delays when a quote went over thirty days and had to be requoted the one vendor that quoted on the repair was Seggie Custom Builders. After more delays there finally came a chance for Seggie to initiate repairs and at that time the transition to Tyler was occurring and no purchase orders were being issued. The opportunity to get the repairs done was fast waning and the decision to have Seggie initiate the repairs was made. This request made for a PPE event to occur.

## Scott Harper

---

**From:** Jeff Howley  
**Sent:** Monday, April 27, 2026 12:25 PM  
**To:** Grace Sheppard  
**Cc:** Katrina Tejera; Brad Smith; Scott Harper  
**Subject:** Roof-over

Found this too. Shows where the money was deposited?

Jeff

**From:** Grace Sheppard <GSheppard@co.hernando.fl.us>  
**Sent:** Thursday, June 26, 2025 3:35 PM  
**To:** Katrina Tejera <KTejera@co.hernando.fl.us>; Tiffany Smith <TESmith@co.hernando.fl.us>  
**Cc:** Jeff Howley <jhowley@co.hernando.fl.us>; Scott Harper <SHarper@co.hernando.fl.us>; Melissa Schmidt <mmschmidt@co.hernando.fl.us>; Tina Cash <tcash@co.hernando.fl.us>  
**Subject:** RE: 2ND Request M502109

Hi,

Please deposit in 4411-3699000 Misc. Rev.

Thanks 😊

Grace Sheppard, MBA  
Chief Financial Officer  
Hernando County Utilities Dept. (HCUD) / Solid Waste Dept.  
352-540-4368 x-35117  
[gsheppard@hernandocounty.us](mailto:gsheppard@hernandocounty.us)

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**From:** Katrina Tejera <KTejera@co.hernando.fl.us>  
**Sent:** Thursday, June 26, 2025 3:27 PM

To: Grace Sheppard <[GSheppard@co.hernando.fl.us](mailto:GSheppard@co.hernando.fl.us)>

Cc: Jeff Howley <[jhowley@co.hernando.fl.us](mailto:jhowley@co.hernando.fl.us)>; Scott Harper <[SHarper@co.hernando.fl.us](mailto:SHarper@co.hernando.fl.us)>; Tiffany Smith <[TESmith@co.hernando.fl.us](mailto:TESmith@co.hernando.fl.us)>

Subject: FW: 2ND Request M502109

Hi Grace,

I'm looping you in to see if you can offer some help with this.

Thank you,

***Katrina (Trina) Tejera***

Operations Assistant  
Hernando County Utilities Department  
15365 Cortez Blvd.  
Brooksville, FL. 34613  
352-540-4368 x35124

From: Tiffany Smith <[TESmith@co.hernando.fl.us](mailto:TESmith@co.hernando.fl.us)>

Sent: Wednesday, June 25, 2025 2:50 PM

To: Jeff Howley <[jhowley@co.hernando.fl.us](mailto:jhowley@co.hernando.fl.us)>; Katrina Tejera <[KTejera@co.hernando.fl.us](mailto:KTejera@co.hernando.fl.us)>

Cc: Scott Harper <[SHarper@co.hernando.fl.us](mailto:SHarper@co.hernando.fl.us)>

Subject: Re: 2ND Request M502109

Good Afternoon,

The attached check has been received for damage repair to the scale house from CCMSI, the insurance carrier for Republic Services. Please let me know where the check should be deposited.

Thanks,



**Tiffany Smith**

Hernando County Risk Management  
15470 Flight Path Drive, Brooksville, FL 34604  
Office (352) 540-6289 Ext. 27018  
Fax (352) 754-4025  
Email [TESmith@hernandocounty.us](mailto:TESmith@hernandocounty.us)  
[www.HernandoCounty.us](http://www.HernandoCounty.us)

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---

**From:** Tiffany Smith <[TESmith@co.hernando.fl.us](mailto:TESmith@co.hernando.fl.us)>

**Sent:** Tuesday, June 3, 2025 9:08 AM

**To:** Jeff Howley <[jhowley@co.hernando.fl.us](mailto:jhowley@co.hernando.fl.us)>; Scott Harper <[SHarper@co.hernando.fl.us](mailto:SHarper@co.hernando.fl.us)>

**Cc:** Carla Rossiter-Smith <[CRossiter-Smith@co.hernando.fl.us](mailto:CRossiter-Smith@co.hernando.fl.us)>; Alisa Pike <[AlisaP@co.hernando.fl.us](mailto:AlisaP@co.hernando.fl.us)>

**Subject:** Re: 2ND Request M502109

Good Morning Jeff,

Since the Landfill will be moving forward with quote from Seggie which falls below the offered amount from their insurance carrier, CCMSI, we will accept the release. I'll have this signed today for a check to be cut from CCMSI.

Thank you,



Tiffany Smith  
Hernando County Risk Management  
15470 Flight Path Drive, Brooksville, FL 34604  
Office (352) 540-6289 Ext. 27018  
Fax (352) 754-4025  
Email [TESmith@hernandocounty.us](mailto:TESmith@hernandocounty.us)  
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**From:** Jeff Howley <[jhowley@co.hernando.fl.us](mailto:jhowley@co.hernando.fl.us)>  
**Sent:** Wednesday, May 28, 2025 4:24 PM  
**To:** Tiffany Smith <[TESmith@co.hernando.fl.us](mailto:TESmith@co.hernando.fl.us)>; Scott Harper <[SHarper@co.hernando.fl.us](mailto:SHarper@co.hernando.fl.us)>  
**Cc:** Carla Rossiter-Smith <[CRossiter-Smith@co.hernando.fl.us](mailto:CRossiter-Smith@co.hernando.fl.us)>; Alisa Pike <[AlisaP@co.hernando.fl.us](mailto:AlisaP@co.hernando.fl.us)>  
**Subject:** Re: 2ND Request M502109

I dont have an issue, other than not knowing what the next round of quotes come in at.

---

**From:** Tiffany Smith <[TESmith@co.hernando.fl.us](mailto:TESmith@co.hernando.fl.us)>  
**Sent:** Wednesday, May 28, 2025 3:54 PM  
**To:** Jeff Howley <[jhowley@co.hernando.fl.us](mailto:jhowley@co.hernando.fl.us)>; Scott Harper <[SHarper@co.hernando.fl.us](mailto:SHarper@co.hernando.fl.us)>  
**Cc:** Carla Rossiter-Smith <[CRossiter-Smith@co.hernando.fl.us](mailto:CRossiter-Smith@co.hernando.fl.us)>; Alisa Pike <[AlisaP@co.hernando.fl.us](mailto:AlisaP@co.hernando.fl.us)>  
**Subject:** Fw: 2ND Request M502109

Good Afternoon Jeff,

As mentioned previously, CCMSI sent out an inspector to review damages to the scale house. Attached is the release and estimate from the inspection along with the quotes companies had provided the Landfill for repairs. CCMSI is offering payment of \$15,754.51 which falls in line with Seggies quote of \$13,950. Can you advise if accepting the estimate amount is acceptable to you? If you feel that the amount should be more, please relay that with reasoning.

I've included Procurement for their record as I am aware that this is also going through an intake process.

Thanks much,



**Tiffany Smith**

Hernando County Risk Management

15470 Flight Path Drive, Brooksville, FL 34604

Office (352) 540-6289 Ext. 27018

Fax (352) 754-4025

Email [TESmith@hernandocounty.us](mailto:TESmith@hernandocounty.us)

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---

**From:** Nygelle Rocker <[nygelle.rocker@ccmsi.com](mailto:nygelle.rocker@ccmsi.com)>

**Sent:** Wednesday, May 28, 2025 3:20 PM

**To:** Tiffany Smith <[TESmith@co.hernando.fl.us](mailto:TESmith@co.hernando.fl.us)>

**Subject:** RE: 2ND Request M502109

**CAUTION:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello,

Estimate attached.

Thank you,

**Nygelle Rocker | CCMSI | Claim Representative**

PO Box 27920

Scottsdale, AZ 85255

Phone: 480 564-5903

Email: [nygelle.rocker@ccmsi.com](mailto:nygelle.rocker@ccmsi.com)

[www.ccmsi.com](http://www.ccmsi.com)

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**From:** Nygelle Rocker

**Sent:** Wednesday, May 28, 2025 12:01 PM

**To:** Tiffany Smith <[TESmith@co.hernando.fl.us](mailto:TESmith@co.hernando.fl.us)>

**Subject:** RE: 2ND Request M502109

Hello,

We have a completed estimate for the repairs please review. We have also attached a release, please sign the release and we will issue payment once signed and sent back.

Thank you,

**Nygelle Rocker | CCMSI | Claim Representative**

PO Box 27920

Scottsdale, AZ 85255  
Phone: 480 564-5903  
Email: [nygelle.rocker@ccmsi.com](mailto:nygelle.rocker@ccmsi.com)  
[www.ccmsi.com](http://www.ccmsi.com)

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**From:** Tiffany Smith <[TESmith@co.hernando.fl.us](mailto:TESmith@co.hernando.fl.us)>

**Sent:** Monday, April 14, 2025 12:02 PM

**To:** Nygelle Rocker <[nygelle.rocker@ccmsi.com](mailto:nygelle.rocker@ccmsi.com)>

**Subject:** [EXTERNAL] Re: 2ND Request M502109

Okay, sounds like a plan. I've notified the Landfill so they are aware that a vendor will be out there for estimate.

Thank you,



Tiffany Smith

Hernando County Risk Management

15470 Flight Path Drive, Brooksville, FL 34604

Office (352) 540-6289 Ext. 27018

Fax (352) 754-4025

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**From:** Nygelle Rocker <[nygelle.rocker@ccmsi.com](mailto:nygelle.rocker@ccmsi.com)>

**Sent:** Monday, April 14, 2025 2:36 PM

**To:** Tiffany Smith <[TESmith@co.hernando.fl.us](mailto:TESmith@co.hernando.fl.us)>

**Subject:** RE: 2ND Request M502109

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Hello Tiffany,

Thank you for the update. I'm also going to send our vendor Custard out to create an estimate. We will follow up once we have a completed estimate.

Thank you,

**Nygelle Rocker | CCMSI | Claim Representative**

PO Box 27920

Scottsdale, AZ 85255

Phone: 480 564-5903

Email: [nygelle.rocker@ccmsi.com](mailto:nygelle.rocker@ccmsi.com)

[www.ccmsi.com](http://www.ccmsi.com)

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**From:** Tiffany Smith <[TESmith@co.hernando.fl.us](mailto:TESmith@co.hernando.fl.us)>

**Sent:** Monday, April 14, 2025 11:32 AM

**To:** Nygelle Rocker <[nygelle.rocker@ccmsi.com](mailto:nygelle.rocker@ccmsi.com)>

**Subject:** [EXTERNAL] Re: 2ND Request M502109

Hi Nygelle,

We are in the process of getting new quotes in the attempt to get three as that is the guideline for local government. The last quotes we got, we were only able to get two and they were wildly different in cost from each other. I'll let you know as soon as we have costs to share.

Thank you,



Tiffany Smith

Hernando County Risk Management

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**From:** Nygelle Rocker <[nygelle.rocker@ccmsi.com](mailto:nygelle.rocker@ccmsi.com)>

**Sent:** Thursday, April 10, 2025 10:33 AM

**To:** Tiffany Smith <[TESmith@co.hernando.fl.us](mailto:TESmith@co.hernando.fl.us)>

**Subject:** RE: 2ND Request M502109

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Hello Tiffany,

Any updates on the estimate or invoice. Please provide an update.

Thank you,

**Nygelle Rocker | CCMSI | Claim Representative**

PO Box 27920

Scottsdale, AZ 85255

Phone: 480 564-5903

Email: [nygelle.rocker@ccmsi.com](mailto:nygelle.rocker@ccmsi.com)

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**From:** Nygelle Rocker

**Sent:** Monday, February 17, 2025 11:51 AM

**To:** Tiffany Smith <[TESmith@co.hernando.fl.us](mailto:TESmith@co.hernando.fl.us)>

**Subject:** RE: M502109

Hello Tiffany,

Thanks for sending an update I really appreciate it. I will not the claim, and we will await additional information. Please send the estimate or invoice once you have received it.

Thank you,

**Nygelle Rocker | CCMSI | Claim Representative**

PO Box 27920

Scottsdale, AZ 85255

Phone: 480 564-5903

Email: [nygelle.rocker@ccmsi.com](mailto:nygelle.rocker@ccmsi.com)

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**From:** Tiffany Smith <[TESmith@co.hernando.fl.us](mailto:TESmith@co.hernando.fl.us)>

**Sent:** Monday, February 17, 2025 10:59 AM

**To:** Nygelle Rocker <[nygelle.rocker@ccmsi.com](mailto:nygelle.rocker@ccmsi.com)>

**Subject:** [EXTERNAL] Re: M502109

Hello Nygelle,

Thank you for reaching out. I've received your voicemail's however, as you can tell below, we haven't gotten very far to request any reimbursement yet. Our procurement process is quite lengthy and with repairs needed for hurricane damages as well, those have taken priority. Please see the below responses in blue.

1. Please describe the loss and how it occurred in detail. I'm currently waiting on the accident incident report to be provided from the department involved. Will send over as soon as I have it.
2. Please confirm the claimants name, address, phone, and email. Hernando County Board of County Commissioners. Address: 15470 Flight Path Drive, Brooksville, FL 34608 Phone #: 352-754-4013 Email (for Risk Management): [tesmith@hernandocounty.us](mailto:tesmith@hernandocounty.us)
3. Please advise if the repairs have been completed. Repairs have not been completed at this time. Been working to collect quotes as needed through our internal procurement process. No total of costs associated is available at this time.

I'll update you as soon as I have the accident incident report and continue to follow up as more information becomes available for costs of repair to the structure.

Thanks much,



Tiffany Smith

Hernando County Risk Management

15470 Flight Path Drive, Brooksville, FL 34604

Office (352) 540-6289 Ext. 27018

Fax (352) 754-4025

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**From:** Nygelle Rocker <[nygelle.rocker@ccmsi.com](mailto:nygelle.rocker@ccmsi.com)>

**Sent:** Friday, February 14, 2025 4:48 PM

**To:** Tiffany Smith <[TESmith@co.hernando.fl.us](mailto:TESmith@co.hernando.fl.us)>

**Subject:** M502109

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Hello Tiffany,

Hello, My name is Nygelle Rocker with CCMSI. I have been assigned to handle the above referenced claim for damages. The incident report entered advised: Driver forgot to lower tailgate on truck and hit canopy at scalehouse at, 14450 Landfill Rd Brooksville, FL 34614. We need to know if your pursuing this claim as we have made several attempts to contact you with no response. Please reply to this email and provide the following information:

1. Please describe the loss and how it occurred in detail.
2. Please confirm the claimants name, address, phone, and email.
3. Please advise if the repairs have been completed.

Please respond thank you,

**Nygelle Rocker | CCMSI | Claim Representative**

PO Box 27920

Scottsdale, AZ 85255

Phone: 480 564-5903

Email: [nygelle.rocker@ccmsi.com](mailto:nygelle.rocker@ccmsi.com)

[www.ccmsi.com](http://www.ccmsi.com)

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THE FACE OF THIS CHECK CONTAINS A MICROPRINT BORDER AND A BLUE SECURITY VOID BACKGROUND PATTERN - DO NOT CASH IF VOID IS VISIBLE.

CCMSI w/o REPUBLIC SERVICES, INC.  
2 EAST MAIN STREET, SUITE 208  
DANVILLE, IL 61832

BANK OF AMERICA  
CHICAGO, IL 60603

Check No. 0101099390

Date: 06/04/2025

Batch#: 309335350

2-3 710 IL

Amount: FIFTEEN THOUSAND SEVEN HUNDRED FIFTY-FOUR AND 51 100\*\*\*\*\*

AMOUNT

\$\*\*\*\*15,754.51

VOID AFTER 90 DAYS

Two Signatures Required for Amounts over \$5000.00

PAY TO THE ORDER OF  
HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS  
15470 FLIGHT PATH DR  
BROOKSVILLE, FL 34604

*[Signature]*  
*John E. Kluth II*

⑈0101099390⑈ ⑈071000039⑈ 8666622642⑈

| Claim#ADOL    | Claimant            | Inv. Amt  | Disc. Amt | Net Paid  | Inv. #/Comment                                    | Adjuster/Office |
|---------------|---------------------|-----------|-----------|-----------|---------------------------------------------------|-----------------|
| 2430001502100 | Hernando County Bo. | 15,754.51 | 0.00      | 15,754.51 |                                                   | NROCKER         |
| 12/19/2024    |                     |           |           |           | For repairs to the canopy 15470 Flight Path Drive | SCOTISDALE      |

Batch#: 309335350

Check# 101099390

Check Amount: \$\*\*\*\*15,754.51

Loc: 3757230-HUDSON HL

BY ENDORSING THIS CHECK, I CERTIFY THAT I UNDERSTAND THAT ANY INTENT  
TO DEFRAUD OR DECEIVE MAY RESULT IN CIVIL OR CRIMINAL PENALTIES

Signature \_\_\_\_\_