

**SUMTER COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY**

SUBJECT: Change Order Request to Purchase Order No. 9000058 (Staff recommends approval).
REQUESTED ACTION: Approve change to increase total by \$20,364.75

Work Session (Report Only) **DATE OF MEETING:** 7/12/11
 Regular Meeting Special Meeting

CONTRACT: N/A Vendor/Entity: _____
Effective Date: _____ Termination Date: _____
Managing Division / Dept: Financial Services

BUDGET IMPACT: \$20,364.75
 Annual **FUNDING SOURCE:** Capital Outlay Reserve
 Capital **EXPENDITURE ACCOUNT:** 305-182-522-6202
 N/A

HISTORY/FACTS/ISSUES:
Purchase Order #9000058 (Emmett Sapp Builders) increase request by \$20,364.75 due to increase in scope of work at the South Wildwood Fire Station 33.

Exhibit A

CHANGE ORDER REQUEST FORM



PO Number 9000058
 Vendor Emmett Sapp Builders
 PO Amount \$1,101,438.00
 Net Change Amount (-/+) \$20,364.75

ORIGINAL

PLEASE CHANGE THE FOLLOWING ITEMS						
Item Number	From Quantity	To Quantity	From Unit Price	To Unit Price	From Account Code	To Account Code

PLEASE ADD THE FOLLOWING ITEMS					
Item	Account	Description	Quantity	Unit Price	Amount

Cancel Entire Purchase Order

Original Requestor's Signature

Cancel Item Numbers _____

Reason/Justification/Special Instructions:

The increase in this purchase order amount has been approved by the BOCC on 7/12/2011 as Contract Change Order #20 for increase in the scope of work at the South Wildwood Fire Station 33, Account 305-182-522-6202. A-21 will cover Change Order P

Signature/Approvals

 Department Head

 Date 7-6-11

Division Director
07-06-2011
 Date

Financial Services Dept.
7/6/11
 Date

County Administrator
7-7-11
 Date

