



PROCUREMENT SERVICES

CHANGE ORDER FORM

This form is to be used when a Purchase Order has a change in scope, amount or date. Amounts exceeding 10% of original award requires BCC approval. Some fields may not be applicable and may be left blank. Use your cursor to hover over a field for help. Please send completed and digitally signed form to Procurement@marionfl.org

Date: 3/2/2026 Department: Dunnellon Airport Change Order #: 3

Additional Days Only

Is Board Action Required? Yes

Contractor/Vendor (Name & Address):

Bid/Contract/Quote Number & Project Title:

HOYLE TANNER AND ASSOCIATES INC 150 DOW STREET MANCHESTER, NH 03101-1227

23Q-163-CA-01

PO Number: 2501433

GL Account Number (ORG/OBJECT): BQ415542-563102

Contract Amount: \$ 412,900.00

Project Account Number (If applicable):

Have you sent Procurement the revised P&P Bond? Yes No N/A

MAC202202D

Is the change order amount from Contingency? Yes No

Requesting Amount of Contingency:

\$ 0.00

JUSTIFICATION & DESCRIPTION OF CHANGE

Additional engineering consulting services necessary to support the continued coordination, permitting, and construction administration of the Taxiway 10-28 (Taxiway B), rotating beacon, and connector taxiway projects at Marion County Airport.

Additional Funding Breakdown increase Line 1: \$288,585.95, Line 2: \$12,150.99, Line 3: \$3,037.75, Line 4: \$103,669.05, Line 5: \$4,365.01, Line 6: \$1,091.25

BACKUP DOCUMENTATION MUST BE ATTACHED CLARIFYING CHANGE

Original Ordered Amount: \$438,414.01

Current Ordered Amount (Not the balance): \$438,414.01

The PO will be increased/decreased by this change order in the amount of: \$ 412,900.00

The new PO amount including this change order will be: \$851,314.01

Contract time will be Increased/decreased by 0 DAYS

Prior Substantial Completion Date: 2/15/2028 Revised Substantial Completion Date: 2/15/2028

Prior Final Completion Date: 2/15/2028 Revised Final Completion Date: 2/15/2028

Approval:

Director/Designee Date 3/2/2026

BCC Approval (when applicable):

Chairman, BCC Date

Project Mgr. Date

Attest: Clerk of Court Date

Administration (NEW amount is between \$25k - \$50k) Date

County Administrator Date

Procurement: Date

Reset Form Email Form