



# Marion County Board of County Commissioners

## Procurement Services

2631 SE Third St.  
Ocala, FL 34471  
Phone: 352-671-8444  
Fax: 352-671-8451

## 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.

Date 04/23/2026 Department Parks and Recreation Change Order # 12

Additional Days Only Is Board Action Required? Yes

Bid/Contract/Quote Number & Project Title:  
218478 Rotary Sportsplex Field Improvements

Vendor (Name & Address):  
Daly & Zilch, Inc.  
305 S. Salisbury Terr., Ste. A  
Lecanto, FL 34461

Project Code: PRC202201

PO Number: 02501146

Contract Amount: 2,061,680.19

GL Account Number (ORG/OBJECT):  
AA361572-563102

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

Contingency Amount Using (if requesting use):  
\_\_\_\_\_

Is the change order amount from Contingency? Yes  No

### JUSTIFICATION & DESCRIPTION OF CHANGE

This change order is to increase funding to Line 2 AA361572-563102 to pay for an entry sign. This sign is a part of a sponsorship agreement between Marion County, Advent Health and Tourist Development Council.

Increase Line 2:	\$59,609.55
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\* BACKUP DOCUMENTATION MUST BE ATTACHED CLARIFYING CHANGE\*

Original Ordered Amount: _____	\$2,061,680.19
Current Ordered Amount (Not the balance): _____	\$2,061,680.19
The PO will be increased/decreased by this change order in the amount of: _____ (Do not put contingency amount)	Increase <input checked="" type="checkbox"/> Decrease <input type="checkbox"/>
The new PO amount including this change order will be: (PO amount will not change if it comes from contingency)(auto calculated) _____	<b>\$2,121,289.74</b>
Contract time will be Increased/decreased by _____ DAYS	0
Prior Substantial Completion Date <input type="text"/>	Revised Substantial Completion Date <input type="text"/>
Prior Final Completion Date <input type="text"/>	Revised Final Completion Date <input type="text"/>

### Approval:

[Signature] 4/23/26  
Director/Designee Date  
[Signature] 4/23/2026  
Project Mgr. Date

### BCC Approval (when applicable):

\_\_\_\_\_  
Chairman, BCC Date  
\_\_\_\_\_  
Attest: Clerk of Court Date  
\_\_\_\_\_  
County Administrator Date

Administration (If Applicable) \_\_\_\_\_ Date \_\_\_\_\_

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

During construction of the synthetic turf field project at Rotary Sportsplex, we received a sponsorship from Advent Health for naming rights to those fields. The sponsorship agreement included a wayfinding sign that include Marion County, Advent Health and Tourist Development Council logos.

This change order is to increase funding to Line 2 AA361572-563102 by \$59,609.55 to pay for the sign. Funding for this change order will be addressed through available funds within the project account.