

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: 7/27/2026 Department: Office of County Engineer Change Order #: 1

☐ Additional Days Only

Is Board Action Required? No

Contractor/Vendor (Name & Address):

KIMLEY HORN AND ASSOCIATES INC
1700 SE 17TH ST, STE 200
OCALA, FL 34471

Bid/Contract/Quote Number & Project Title:

25Q-119 - STC073897 - SW Hwy 484 Widening Ph. 1 - PD&E

PO Number: 2600846

Contract Amount: \$ 1,108,794.00

GL Account Number (ORG/OBJECT):

VJ738541-563220

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

Project Account Number (If applicable):

STC073897 - CIPTRANSP - EXPANSCNS - 738

Is the change order amount from Contingency? Yes ☐ No ☒

Requesting Amount of Contingency:

JUSTIFICATION & DESCRIPTION OF CHANGE

Change Order request to add tasks beyond the original scope, including reviewing FDOT's plans, assessing available width under the I-75 bridge, developing an interim capacity concept, identifying design exceptions, evaluating lane geometry and signal timing, meeting with the County, and preparing a memo summarizing recommended interim improvements.

BACKUP DOCUMENTATION MUST BE ATTACHED CLARIFYING CHANGE

Original Ordered Amount: _____

Current Ordered Amount (Not the balance): _____ \$1,108,794.00

The PO will be increased/decreased by this change order in the amount of: ☒ Increase ☐ Decrease \$ 14,410.00
(Do not put contingency amount) _____

The new PO amount including this change order will be: \$1,123,204.00
(PO amount will not change if it comes from contingency)(auto calculated) _____

Contract time will be Increased/decreased by _____ DAYS 0

Prior Substantial Completion Date: _____ Revised Substantial Completion Date: NA

Prior Final Completion Date: _____ Revised Final Completion Date: NA

Approval:

Douglas R. Hunter 7/31/26
Director/Designee Date

Wade Moore 7/31/26
Project Mgr. Date

BCC Approval (when applicable):

Chairman, BCC Date

Attest: Clerk of Court Date

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

County Administrator Date

Procurement: Date

Reset Form

Email Form

Revised 10/2025