



**ALACHUA COUNTY**  
**DEPARTMENT OF COMMUNITY SUPPORT SERVICES**  
**Division of Housing Programs**  
**Stephen C. Weeks, Housing Program Manager**  
[sweeks@alachuacounty.us](mailto:sweeks@alachuacounty.us)

June 21, 2022 (updated w/PO History)

To: Merissa Henry-McMichen, Administrative Support Manager Administrative Support Manager  
Gail Bellamy or Gwen Keith, Fiscal Assistant

VIA: Stephen Weeks, Housing Program Manager

FROM: Cheryl McFadden, Case Manager

Re: Change order #2 - Proposed change order #2 is to install conduit for the underground power to the new home location, conduit and wiring for new well and install a tile seat in the shower.  
Payment by Owner

Please find attached the full amount of the change order, \$7,419.00 is being paid by Ms. Kirkland due to the increased cost are based on her request to locate the new home on her parcel and her request for a seat to be installed in the shower. For Deposit.

For: Cheryl Kirkland – Change order #2

Address: 15007 SW 120<sup>th</sup> Ave, Archer

Work: Install underground power, wiring for new well and tile seat in shower

Permit Number: B21-002071

Remitter: Cheryl Kirkland

Address: 15007 SW 120<sup>th</sup> Ave, Archer, FL 32618

Cashier Check Serial Number: [REDACTED]

Account: 4861-513257

Amount: \$7,419.00

Account: SHIP/CDBG Housing Grant

Project Number: #18DB-OM-03-11-01-H03

Account Number: 204-29-2975-369-9000

Department: Community Support Services

Purchase Order: 2022-0001452

Purchase Order Date: 1/27/2022

Resolution Number: BoCC Approved 7.13.2021

PO History (New World Posting)

Change Number 4

Change G/L Date: 06/23/2022

Change Date: 06/30/2022

Change User: Purchasing Approver

Value at Change: As of 3/30/2022 from \$148,100.00 to  
\$155,519.00