

# CONTRACT REVIEW AND APPROVAL FORM

## SECTION I - GENERAL INFORMATION

1. Contractor: N/A	2. Amount: \$16,551,690
3. Fund/Account #: Grant & CIP	4. Department Name: Public Works
5. Contract Description: State-Funded Grant Agreement with FDOT re: Traffic Management Center	
6. Contract Monitor: Jeanette Scott	8. Contract Type:  GRANT
7. Dept/Office Director: Marc Bernath	
9. Type of Procurement: Select from pulldown:	

## SECTION II - REVIEW AND APPROVAL TO ADVERTISE

### APPROVAL

#### COUNTY OFFICE

YES

NO

SIGNATURE

User Agency

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Purchasing

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Risk Management

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County Attorney

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## SECTION III - REVIEW AND APPROVAL TO EXECUTE

### APPROVAL

#### COUNTY OFFICE

YES

NO

SIGNATURE

User Agency

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Boyle, Stephanie

Digitally signed by Boyle, Stephanie  
Date: 2024.05.06 11:58:36 -04'00'

Purchasing

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Risk Management

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County Attorney

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Esseesse, Alexander

Digitally signed by Esseesse, Alexander  
Date: 2024.04.26 09:34:30 -04'00'

## SECTION IV - CONTRACTS MANAGEMENT DATABASE CHECKLIST

CM DATABASE REQUIRED FIELDS	Complete ✓
Department Information	<input type="checkbox"/>
Department	<input type="checkbox"/>
Program	<input type="checkbox"/>
Contact Name	<input type="checkbox"/>
Cost Center, Fund, and G/L Account	<input type="checkbox"/>
Vendor Information (SAP Vendor #)	<input type="checkbox"/>
Contract Status, Title, Type, and Amount	<input type="checkbox"/>
Storage Location (SAP)	<input type="checkbox"/>
Contract Approval Date, Effective Date, and Expiration Date	<input type="checkbox"/>
Contract Absolute End Date (No Additional Renewals/Extensions)	<input type="checkbox"/>
Material Group	<input type="checkbox"/>
Contract Documents Uploaded in CM database (Contract Form with County Attorney/ Risk Management/ Purchasing Approval; Signed/Executed Contract)	<input type="checkbox"/>
"Right To Audit" Clause Included in Contract	<input type="checkbox"/>
Monitored items: Uploaded to database (Insurance, Bonds, etc.)	<input type="checkbox"/>



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#### COUNTY OFFICE

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SIGNATURE

User Agency

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Purchasing

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Risk Management

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County Attorney

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## SECTION III - REVIEW AND APPROVAL TO EXECUTE

### APPROVAL

#### COUNTY OFFICE

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SIGNATURE

User Agency

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Purchasing

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Hagan, Anthony

Digitally signed by Hagan, Anthony  
Date: 2024.04.26 09:38:33 -04'00'

Risk Management

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County Attorney

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Purchasing

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Risk Management

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County Attorney

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## SECTION III - REVIEW AND APPROVAL TO EXECUTE

### APPROVAL

#### COUNTY OFFICE

YES

NO

SIGNATURE

User Agency

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Purchasing

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Risk Management

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Watson, Michael

Digitally signed by Watson, Michael  
Date: 2024.05.02 16:31:53 -04'00'

County Attorney

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