

BREVARD COUNTY
BOARD OF COUNTY COMMISSIONERS

CONTRACT REVIEW AND APPROVAL FORM

SECTION I - GENERAL INFORMATION

1. Contractor: COASTAL HEALTH SYSTEMS OF BREVARD-NEW AGREEMENT		2. Amount:
3. Fund/Account #: 1351/5340000	4. Department Name: BCFR	
5. Contract Description: INTER-FACILITY/MARCHMAN-BAKER TRANSPORT SERVICES		
6. Contract Monitor: ASSISTANT CHIEF ORLANDO DOMINGUEZ/PAMELA BARRETT	8. Contract Type: SERVICES	
7. Dept/Office Director: MARK SCHOLLMAYER, FIRE CHIEF		
9. Type of Procurement: Select from pulldown:		

SECTION II - REVIEW AND APPROVAL TO ADVERTISE

APPROVAL

<u>COUNTY OFFICE</u>	<u>YES</u>	<u>NO</u>	<u>SIGNATURE</u>
User Agency	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Purchasing	<input type="checkbox"/>	<input type="checkbox"/>	
Risk Management	<input type="checkbox"/>	<input type="checkbox"/>	
County Attorney	<input type="checkbox"/>	<input type="checkbox"/>	

SECTION III - CONTRACTS MANAGEMENT DATABASE CHECKLIST

APPROVAL

<u>COUNTY OFFICE</u>	<u>YES</u>	<u>NO</u>	<u>SIGNATURE</u>
User Agency	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Dominguez, Orlando <small>Digitally signed by Dominguez, Orlando Date: 2020.04.02 13:05:11 -04'00'</small>
Purchasing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Shu Q. D. J.</i> 11 AUG 2020 <small>Digitally signed by Lairsey, Matt Date: 2020.07.20 14:38:20 -04'00'</small>
Risk Management	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Lairsey, Matt
County Attorney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Choverak</i> 08-11-20

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"/>