BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS

CONTRACT REVIEW AND APPROVAL FORM

SECTION I - GENERAL INFORMATION							
Contractor: North Brevard Senior Center			2. Amount: \$112.55				
3. Fund/Account #:			4. Department Name: Parks & Recreation				
5. Contract Description: Lease Contract for North Brevard Senior Center							
6. Contract Monitor: Diana Marquardt			8. Contract Type				
7. Dept/Office Director: lan Golden			LEASE/RENTA	LEASE/RENTALS			
9. Type of Procurement: Other							
SECTION II - REVIEW AND APPROVAL TO ADVERTISE							
APPROVAL							
COUNTY OFFICE	YES	NO	SIGNATURE				
User Agency							
Purchasing	님						
Risk Management			3				
County Attorney			-				
SECTION III - REVIEW AND APPROVAL TO EXECUTE							
APPROVAL							
COUNTY OFFICE	YES	<u>NO</u>	SIGNATURE				
User Agency	V		Marquardt, Diana Digitally signed Date: 2025,07	d by Marquardt, Diana 15 14:18:12 -04'00'			
Purchasing		ᆜ					
Risk Management			Digitally cian	ed by Caron, Justin			
County Attorney				07.15 16:22:55 -04'00'			
SECTION IV - CONTRACTS MANAGEMENT DATABASE CHECKLIST							
CM DATABASE REQUIRED FIL	LDS			Complete ✓			
Department Information							
Department							
Program							
Contact Name	Account						
Cost Center, Fund, and G/L Account Vendor Information (SAP Vendor #)							
Contract Status, Title, Type, and Amount							
Storage Location (SAP)							
Contract Approval Date, Effective Date, and Expiration Date							
Contract Absolute End Date (No Additional Renewals/Extensions)							
Material Group							
Contract Documents Uploaded in CM database (Contract Form with County Attorney/ Risk							
Management/ Purchasing Approval; Signed/Executed Contract)							
"Right To Audit" Clause Incl	Jded in Contract			+			
Monitored items: Uploaded to database (Insurance, Bonds, etc.)							

AO-29: EXHIBIT I

BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS

CONTRACT REVIEW AND APPROVAL FORM

SECTION I - GENERAL INFORMATION						
Contractor: North Brevard Senior Center			2. Amount: \$112.55			
3. Fund/Account #:			4. Department Name: Parks & Recreation			
5. Contract Description: Lease Contract for North Brevard Senior Center						
9 Contract Type:						
6. Contract Monitor: Diana Marquardt			LEASE/RENTALS			
7. Dept/Office Director: lan	IALS					
9. Type of Procurement: Other						
	SECTION II - REV	IEW AND APP	ROVAL TO ADVERTISE			
APPROVAL						
COUNTY OFFICE	YES	<u>NO</u>	SIGNATURE			
User Agency		님	£			
Purchasing	ᆜ		-			
Rísk Management						
County Attorney						
SECTION III - REVIEW AND APPROVAL TO EXECUTE						
APPROVAL						
COUNTY OFFICE	YES	NO	SIGNATURE			
		_		Park Carrier Park		
User Agency	✓		Marquardt, Diana Date: 2025.6	ned by Marquardt, Diana 07.15 14:18:12 -04'00'		
Purchasing						
Risk Management			Watson, Michael Digitally signate: 2025.	ned by Watson, Michael 07.16 09:28:40 -04'00'		
County Attorney	Ħ		-			
SECTION IV - CONTRACTS MANAGEMENT DATABASE CHECKLIST						
		13 WANAGE	WENT DATABASE CHECKLIST	Complete (
CM DATABASE REQUIRED FIE Department Information	LD2			Complete ✓		
Department						
Program						
Contact Name						
Cost Center, Fund, and G/L						
Vendor Information (SAP Ve						
Contract Status, Title, Type,						
Storage Location (SAP)						
Contract Approval Date, Effective Date, and Expiration Date						
Contract Absolute End Date (No Additional Renewals/Extensions)						
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Contract Documents Uploaded in CM database (Contract Form with County Attorney/ Risk						
Management/ Purchasing Approval; Signed/Executed Contract)						
	"Right To Audit" Clause Included in Contract					
Monitored items: Uploaded to database (Insurance, Bonds, etc.)						

AO-29: EXHIBIT I