**BREVARD COUNTY**
**BOARD OF COUNTY COMMISSIONERS**

# CONTRACT REVIEW AND APPROVAL FORM

## SECTION I - GENERAL INFORMATION

| | |
|---|---|
| **1. Contractor:** SJRWMD | **2. Amount:** $440,000 |
| **3. Fund/Account #:** | **4. Department Name:** NRMD |

**5. Contract Description:** Cost Share Agreement Between SJRWMD and BOCC Angel Ave

| | |
|---|---|
| **6. Contract Monitor:** Courtney Maier | **8. Contract Type:** |
| **7. Dept/Office Director:** Virginia Barker | GRANT |

**9. Type of Procurement:** Other

## SECTION II - REVIEW AND APPROVAL TO ADVERTISE

### APPROVAL

| COUNTY OFFICE | YES | NO | SIGNATURE |
|---|---|---|---|
| User Agency | ☐ | ☑ | _____ |
| Purchasing | ☐ | ☐ | _____ |
| Risk Management | ☐ | ☐ | _____ |
| County Attorney | ☐ | ☐ | _____ |

## SECTION III - REVIEW AND APPROVAL TO EXECUTE

### APPROVAL

| COUNTY OFFICE | YES | NO | SIGNATURE | |
|---|---|---|---|---|
| User Agency | ☑ | ☐ | Maier, Courtney | Digitally signed by Maier, Courtney Date: 2024.03.28 13:03:09 -04'00' |
| Purchasing | ☑ | ☐ | Bowers, Mary | Digitally signed by Bowers, Mary Date: 2024.04.01 10:17:32 -04'00' |
| Risk Management | ☑ | ☐ | Wilson, Shannon | Digitally signed by Wilson, Shannon Date: 2024.03.29 12:32:34 -04'00' |
| County Attorney | ☑ | ☐ | Balser, Heather | Digitally signed by Balser, Heather Date: 2024.04.04 14:15:06 -04'00' |

## SECTION IV - CONTRACTS MANAGEMENT DATABASE CHECKLIST

| CM DATABASE REQUIRED FIELDS | Complete ✓ |
|---|---|
| Department Information | ☐ |
| Department | ☐ |
| Program | ☐ |
| Contact Name | ☐ |
| 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 Included in Contract | ☐ |
| Monitored items: Uploaded to database (Insurance, Bonds, etc.) | ☐ |