

**BREVARD COUNTY  
BOARD OF COUNTY COMMISSIONERS**

# CONTRACT REVIEW AND APPROVAL FORM

## SECTION I - GENERAL INFORMATION

<b>1. Contractor:</b> Florida Department of Environmental Protection		<b>2. Amount:</b> \$450,000
<b>3. Fund/Account #:</b> 1260	<b>4. Department Name:</b> NRMD	
<b>5. Contract Description:</b> LPA0144: Brevard County Indian River Lagoon 50 Septic Upgrades to Advanced Treatment Systems		
<b>6. Contract Monitor:</b> Matthew Badolato		<b>8. Contract Type:</b>  GRANT
<b>7. Dept/Office Director:</b> Virginia Barker, Director, NRMD		
<b>9. Type of Procurement:</b> Other		

## 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 - CONTRACTS MANAGEMENT DATABASE CHECKLIST

### APPROVAL

#### COUNTY OFFICE

#### YES

#### NO

#### SIGNATURE

User Agency

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Barker, Virginia

Digitally signed by Barker, Virginia  
Date: 2021.08.25 18:32:46 -04'00'

Purchasing

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Darling, Steven

Digitally signed by Darling, Steven  
Date: 2021.08.26 08:44:49 -04'00'

Risk Management

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Lairsey, Matt

Digitally signed by Lairsey, Matt  
Date: 2021.08.26 07:56:42 -04'00'

County Attorney

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Esseesse, Alexander

Digitally signed by Esseesse, Alexander  
Date: 2021.08.26 08:35:21 -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"/>