



Agenda Report

2725 Judge Fran Jamieson
Way
Viera, FL 32940

Consent

F.9.

5/4/2021

Subject:

Approval Re: Amended and Restated Right-of-Way Use Agreement with the Iroquois South Homeowners' Association, Inc. - District 2

Fiscal Impact:

None

Dept/Office:

Public Works Department/Finance and Contracts Administration

Requested Action:

It is requested the Board of County Commissioners approve and authorize the Chair to execute the Amended and Restated Right-of-Way Use Agreement with the Iroquois South Homeowners' Association, Inc. to permit improvements to be installed and maintained in the Iroquois South subdivision.

Summary Explanation and Background:

On April 5, 2011, Brevard County and the Iroquois South Homeowners' Association, Inc. (Association) entered into the Right-of-Way Use Agreement. The Designated Premises in that Agreement were not all inclusive of the public rights-of-way that the Association desires to install improvements. Furthermore, the Agreement limited the type of improvements to only landscaping and irrigation. As such, the County and the Association desire to enter into this Agreement to fully amend, restate, and supersede the previous Right of Way Use Agreement.

The Amended and Restated Right-of-Way Use Agreement updates the Designated Premises to include the applicable public rights-of-way set forth in the public records of Plat Book 34, Page 80. Further, the Amended and Reinstated Agreement provides for the installation of improvements, which may consist of, but are not limited to, improvements for landscaping, signage, hardscape, irrigation, and/or other related improvements. The improvements shall be submitted by the Association as right-of-way permit applications, and issuance of the permits shall be subject to approval by the County.

In accordance with the Agreement, the Association shall be required to maintain, repair, and replace the permitted improvements without cost to the County. Additionally, the Association is required to provide general liability insurance in an amount not less than one million dollars and name the County as additional insured. The initial term of the Amended and Restated Agreement shall be twenty years commencing with the date of execution by the Board and shall automatically renew annually unless terminated by either party with sixty days' written notice. Upon termination, the Association, at the request of the County, shall remove all improvements from the rights-of-way or the Association shall reimburse the County for the cost of such removal. Furthermore, in the event of termination and the County assumes ownership of the improvements,

the County does not assume maintenance responsibility unless expressly provided in writing.

The County may allow the use of the public right-of-way for purposes which do not conflict with the interests of the public as set forth in Section 125.01, Florida Statutes. In accordance with Administrative Order 29, the Amended and Restated Right-of-Way Use Agreement has been reviewed and approved by the County Attorney's Office and Risk Management. This Agreement will amend, restate, and supersede the Right-of-Way Use Agreement entered into by the County and the Association on April 5, 2011.

Clerk to the Board Instructions:

Please return the fully executed Amended and Restated Right-of-Way Use Agreement for Iroquois South to the Public Works Department.



Kimberly Powell, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001
Fax: (321) 264-6972
Kimberly.Powell@brevardclerk.us

May 5, 2021

M E M O R A N D U M

TO: Marc Bernath, Public Works Director

RE: Item F.9., Approval for Amended and Restated Right-of-Way Use Agreement with the Iroquois South Homeowners' Association, Inc.

The Board of County Commissioners, in regular session on May 4, 2021, executed and approved the Amended and Restated Right-of-Way Use Agreement with Iroquois South Homeowners' Association, Inc. to permit improvements to be installed and maintained in the Iroquois South subdivision. Enclosed is the fully-executed copy of the Agreement.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
RACHEL M. SADOFF, CLERK

A handwritten signature in cursive script, reading "Kimberly Powell".

Kimberly Powell, Clerk to the Board

Encl. (1)

Cc: Contracts Administration
Finance

AMENDED AND RESTATED RIGHT-OF-WAY USE AGREEMENT (Iroquois South)

This Amended and Restated Right-of-Way Use Agreement (this "Agreement"), made by and between Brevard County, Florida, a political subdivision of the State of Florida (the "County"), and Iroquois South Homeowners' Association, Inc., a Florida corporation (the "Association"), whose mailing address is 633 Jillotus Street, Merritt Island, FL 32952.

RECITALS

Whereas, the public right(s)-of-way within the Iroquois South subdivision set forth in the public records of Plat Book 34, Page 80, and incorporated herein by this reference (the "Public Right-of-Way"), has/have been dedicated to Brevard County, Florida; and

Whereas, the Association desires to improve the Public Right-of-Way by installing improvements, which may consist of, but are not limited to, improvements for landscaping, signage, hardscape, irrigation, and/or other related improvements pursuant to plans and specifications approved by the County and further described below; and

Whereas, the County, pursuant to the authority set forth in Section 125.01, Florida Statutes, may allow the use of a public right-of-way for purposes which do not conflict with the interests of the public or are in the interests of the public; and

Whereas, the County has determined that use of the Public Right-of-Way by the Association for the installation, operation, maintenance, repair and improvement of such improvements to the Public Right-of-Way pursuant to this Agreement promotes the public interest; and

Whereas, the County and the Association desire to enter into this Agreement to fully amend, restate, and supersede that certain Right of Way Use Agreement entered into by the County and the Association on April 5, 2011.

Now, therefore, in consideration of the covenants herein contained, it is mutually agreed between the parties as follows:

1. Recitals

The above recitals are true and correct and incorporated into this Agreement by this reference.

2. Definitions

The following terms used in this Agreement shall have the meaning given to such terms below:

- a) Agreement: shall mean this Right-of-Way Use Agreement (Iroquois South).
- b) Association: shall mean Iroquois South Homeowners Association, Inc., a Florida not-for-profit corporation.

- c) County: shall mean Brevard County, Florida, a political subdivision of the State of Florida.
- d) Designated Premises: shall mean that portion of the Public Right-of-Way more particularly described in Plat Book 34, Page 80 and incorporated herein by this reference, where the Improvements will be installed and maintained, with the Designated Premises to be more particularly described in the Plans as approved by the County.
- e) Improvements: shall mean those certain improvements installed or to be installed by the Association within the Designated Premises in accordance with the Plans and maintained by the Association in accordance with the provisions of this Agreement as approved by the County pursuant to any Right-of-Way Permit issued by the County.
- f) Plans: shall mean those certain plans for the construction and installation of Improvements which have been approved by the Association and the County as part of a Right-of-Way Permit.
- g) Prompt or Promptly: For purposes of Paragraph 8, the term "promptly" shall mean no later than fourteen days after the Association receives written notice of the need for maintenance, repairs, or replacements to the applicable Improvements (as may be extended on a day-by-day basis for acts of force majeure beyond the Association's control); however, to the extent such maintenance, repairs, or replacements cannot reasonably be completed within fourteen days, the term "promptly" shall mean the Association shall commence such maintenance, repairs, or replacements within such initial fourteen day period and shall diligently work to complete such maintenance, repairs, or replacements. For purposes of Paragraph 10, the term "promptly" or "prompt" shall mean no later than fourteen days after the Association receives actual notice of the existence of a hazardous condition, or a condition in need of maintenance as required hereunder, at the Designated Premises.
- h) Public Right-of-Way: shall have the meaning given to such term in the second recital set forth above.
- i) Right-of-Way Permit: shall mean the official written approval to begin construction or installation of Improvements according to the application, plans, specifications and conditions approved by the County.

3. Construction and Maintenance of Property

During the term of this Agreement, the Association hereby agrees to construct and maintain the Improvements within the Designated Premises in the manner described in this Agreement and as permitted by the County. Improvements shall be constructed and installed in such a manner so as to not cause damage to or interfere with any County improvements or facilities. Any such damage to County improvements or facilities shall be remedied immediately at no cost to the County.

4. Term

The initial term of this Agreement shall be twenty years commencing with the date of last signature below, and shall thereafter be automatically renewed annually, unless terminated by either party in accordance with Paragraph 15 Termination herein.

5. Use of Designated Premises

During the term of this Agreement, the Association shall use the Designated Premises only for construction and installation of the Improvements and related maintenance thereto. It is hereby mutually agreed and understood that the use of any structure, improvement or facility now or hereafter located on the Designated Premises as part of the Improvements shall be for decorative or informational purposes only and not for human occupancy, nor shall such Improvements create traffic hazards. It is specifically agreed and understood that the use herein set forth for the Improvements upon the Designated Premises shall be the only use consented to by the County, and that failure to comply with this provision shall be considered a material breach of this Agreement, whereupon the County shall be entitled to immediately terminate this Agreement.

6. Improvements

All Improvements permitted and installed upon the Designated Premises by the Association shall be maintained by the Association on the Designated Premises during the term of this Agreement in accordance with this Agreement and any County issued Right-of-Way Permit. It is hereby agreed and understood that any Improvements placed on or constructed on the Designated Premises and permanently attached thereto, shall remain the property of the Association and that the Association retains the right to remove such improvement within sixty days of the date of termination of this Agreement, whether by breach, termination, by expiration of its natural term, or any other means. In the event such Improvements are not removed within sixty days of termination, the Improvements shall become the property of the County, and the County may remove the Improvements. To the extent the County elects to remove any such Improvements, the Association shall reimburse the County for the cost of removal within thirty days of receipt of an invoice for such removal expenses.

7. Utilities

The Association shall pay all charges for electrical service and other utility services supplied to the Association at the Designated Premises for the Improvements during the term of this Agreement.

8. Repairs and Maintenance

During the term of this Agreement, the Association shall, at its own expense, maintain the Designated Premises and all Improvements on the Designated Premises in accordance with this Agreement, any County issued Right-of-Way Permit and all applicable County and Florida Department of Transportation current maintenance and safety requirements, as may be updated, and make all necessary repairs and replacements to the Designated Premises and/or the Improvements. Such maintenance, repairs and replacements shall be made promptly as and when necessary. Notification of the need for such repair and/or maintenance may be given to the Association by written or electronic communication.

9. Illegal, Unlawful or Improper Use

The Association shall make no unlawful, improper, immoral or offensive use of the Designated Premises, nor will the Association use the Designated Premises or allow use of the Designated Premises for any purposes other than that hereinabove set forth. Failure of the Association to comply with this provision shall be considered a material default under this Agreement. In the event any of the Improvements are deemed a traffic safety hazard by the County or the Florida Department of Transportation, such use shall be deemed an improper use and this Agreement shall be subject to immediate termination.

10. Indemnification and Insurance

Except where limited by law, the Association agrees that it will indemnify and save harmless the County from any and all liability, claims, damages, expenses, proceedings and causes of action of every kind and nature arising out of or connected with the use, occupation, management or control of the Designated Premises or any of the Improvements thereon or any equipment or fixtures used in connection with the Designated Premises by the Association or its employees or independent contractors. The Association agrees that it will, at its own expense, defend any and all actions, suits or proceedings which may be brought against the County in connection with the Association's use of the Designated Premises pursuant to this Agreement and that it will satisfy, pay and discharge any and all judgments that may be entered against the County in any such action or proceedings. The Association shall include in any contract for work upon or involving the Designated Premises that the contractor shall indemnify and hold harmless the County from liabilities, damages, losses and costs, including, but not limited to, attorney's fees, to the extent caused by the negligence, recklessness, or intentional wrongful misconduct of the contractor and persons employed or utilized by the contractor in the performance of the contract. The parties acknowledge specific consideration has been exchanged for the provision.

The County shall have no liability for any costs or expenses incurred in connection with the siting, testing, construction, operation, maintenance or removal of any improvements of any kind made or directed to be made on the Designated Premises by the Association. The rights granted to the Association hereunder shall not be construed to create any responsibility on the part of the County to pay for any improvements, alterations, or repairs occasioned by the Association, nor any injury or damage arising out of same.

The Association further agrees to provide and maintain at all times during the term of this Agreement, without cost or expense to the County, policies of General Liability Insurance insuring the Association against any and all claims, demands or causes of action whatsoever for injuries received and damages to property in connection with the use, occupation, management and control of the Designated Premises and the Improvements thereon. Such policies of insurance shall insure the Association in an amount not less than one million dollars to cover any and all claims arising in connection with any one particular accident or occurrence. It is the Association's responsibility to verify that the County is included as an additional insured on any and all insurance policies between the Association and its contractors needed for the work to be completed. A certificate of such insurance policies shall be filed with the Public Works Department, 2725 Judge Fran Jamieson Way, Bldg. A. 201, Viera, Florida, 32940, within ten days of the date of execution of this Agreement by the Association and the County and

annually upon insurance renewal. The County's approval or failure to disapprove any policy/ies, coverage, or ACORD Certificates shall not relieve or excuse any obligation to procure or maintain the insurance required herein, nor serve as a waiver of any rights or defenses the County may have. The County shall be named as an additional insured on the policy that the Association secures and endorsed with a provision that entitles the County to thirty days written notice from the insurer of any change or cancellation in said policies.

The Association shall also be required to include in any contract for work upon or involving the Designated Premises that the contractor is required to maintain, without cost or expense to the County, the following types of insurance. The policy limits required are to be considered minimum amounts:

- General Liability Insurance in an amount not less than one million dollars combined single limit for each occurrence and to include coverage for Explosion, Collapse, Underground (X.C.U.) hazards. The Association and the County shall be named as an additional insured on the policy that the contractor secures for work upon or involving the Designated Premises.
- Workers' Compensation Insurance (for statutory limits) as required by Florida Statutes, Chapter 440.

Nothing contained in this Agreement shall be construed as a waiver of County's right to the protections of and/or caps on damages afforded by sovereign immunity under Section 768.28, Florida Statutes, or other limitations imposed on the County's potential liability under State or Federal law.

The Association shall notify the County promptly in writing of any hazardous condition existing on or about the Designated Premises.

All Improvements or personal property constructed or placed on or about the Designated Premises by the Association or its employees or independent contractors shall be at the risk of the Association, and the County shall not be liable for any damage or loss to any Improvements or personal property located thereon for any cause whatsoever. The Association agrees and understands that the County does not and shall not carry liability, theft, or fire insurance on any of said items or facilities to cover the Association's interests therein. At the time of execution of this Agreement, any existing improvements installed on the Designated Premises will be the maintenance responsibility of the Association. In the event any pre-existing improvements cause damage to County property, including, but not limited to, sidewalk/roadway/curb and gutter/drainage inlets, the Association will be responsible for prompt repair to such County property. If the Association fails to promptly repair the damage, the Association will pay the County all costs incurred by the County to repair the damage.

11. Right of Entry

It is expressly stipulated that this Agreement is a license for permissive use only and that the construction within and/or upon public property pursuant to this Agreement shall not operate to create or vest any property right in said holder. This Agreement does not relieve the

Association of local or other jurisdictional requirements. The County or its agents may enter in and on the Designated Premises at any time for any purpose, including, but not limited to, inspecting such property or performing other duties of the County as are required by law or by the terms of this Agreement. Nothing in this Agreement shall limit the County's ability to take necessary and appropriate action to protect property, preserve life, or ensure safety of citizens in any emergency situation. The County shall not be responsible to replace improvements if an emergency/safety situation requires immediate action be taken by the County whereby such actions result in the damage and/or removal to Improvements in order to preserve life, safety, and/or property.

12. Compliance with Statutes

The Association shall promptly execute and comply with all statutes, ordinances, rules, regulations, and requirements of all local, State and Federal governmental bodies applicable to the Designated Premises for the correction, prevention and abatement of nuisances or other grievances in, upon, or connected with the Designated Premises during the term of the Agreement.

13. Binding Effect; Assignability

This Agreement will inure to the benefit of and will be binding upon the parties hereto and their respective successors and assigns. The Association shall not assign this Agreement or any portion thereof of the Association's rights, obligations, or duties hereunder to any party without the prior written consent of the County.

14. Independent Contractor

The Association shall perform the services under this Agreement as an independent contractor and nothing herein shall be construed to be inconsistent with this relationship or status. Nothing in the Agreement shall be interpreted or construed to make the Association or any of its agents or employees to be the agent, employee or representative of the County.

15. Termination

This Agreement may be terminated with or without cause by either party upon sixty days' written notice thereof to the other party; provided, however, that upon termination, the Association or, if this Agreement or any portion thereof has been assigned as permitted hereunder, then the applicable assignees of this Agreement, shall, at the request of the County, remove all Improvements to the Designated Premises, or, in the alternative, reimburse the County for the cost of such removal. In the event this Agreement is terminated and the County assumes ownership of the Improvements within the Public Right-of-Way, the County does not assume maintenance responsibility unless expressly provided in writing. Any maintenance performed by the County will not constitute an assumption of maintenance responsibility as may be otherwise assigned by Florida law or County Code.

16. Notice; Notice of Breach

Notice under this Agreement shall be given to the County at the office of the County Manager, 2725 Judge Fran Jamieson Way, Bldg. C, Viera, Florida 32940 with a copy to the Public Works Department, 2725 Judge Fran Jamieson Way, Bldg. A. 201, Viera, Florida 32940. Notice under

this Agreement shall be given to the Association at 633 Jillotus Street, Merritt Island, FL 32952 or by email to Iroquois-South@outlook.com.

In the event the County determines the Association or any assignee has breached any term or provision of this Agreement, the County shall provide written notice of such breach to the breaching party, and the breaching party shall have thirty days after receipt of such notice to cure such breach or, if such breach is of a nature that it cannot reasonably be cured within such thirty day period, then the breaching party shall have such longer period to cure the breach as is reasonably necessary; provided, however, that if the breaching party commences reasonable action to remedy the breach within such thirty day period and diligently and continuously prosecutes such remedy to completion so that such breach is cured in a timely manner.

17. Right to Audit Records

In the performance of this Agreement, the Association and any assignee shall respectively keep books, records and accounts of all activities related to the Agreement, in compliance with generally accepted accounting procedures. Books, records and accounts related only to the performance of this Agreement (and no other books, records, and accounts of the Association or any assignee) shall be open to inspection during regular business hours by an authorized representative of the County upon written notice to the Association or any assignee not less than five business days advance notice and shall be respectively retained by the Association and each assignee for a period of five years after termination of this Agreement. All books, records and accounts related to the performance of this Agreement shall be subject to the applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. All records or documents created by the Association or any assignee or provided to the Association or any assignee under the terms of this Agreement, are public records and the Association and any assignee agree to comply with any request for such public records or documents made in accordance with Section 119.07, Florida Statutes.

18. Waiver

The waiver by the County of any of the Association's or any assignee's respective obligations or duties under this Agreement shall not constitute a waiver of any other respective obligation or duty of the Association or any assignee under this Agreement.

19. Entirety and Modifications

This Agreement fully amends, restates, and supersedes that certain Right of Way Use Agreement entered into by the County and the Association on April 5, 2011. This Agreement represents the understanding between the parties in its entirety as to the subject matter of this Agreement and no other agreements, either oral or written, exist between the County and the Association as to the subject matter of this Agreement. This Agreement may only be amended, supplemented or canceled by a written instrument duly executed by the parties hereto, except as otherwise provided herein. This Agreement is solely for the benefit of the formal parties to this Agreement and no right or cause of action shall accrue by reason hereof to or for the benefit of any third party not a formal party hereto.

20. Severability

If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or otherwise unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

21. Attorney's Fees and Venue

In the event of any legal action to enforce, interpret, or construe the terms of this Agreement, each party shall bear its own attorney's fees and costs. Venue for any legal action brought by any party to this Agreement to interpret, construe or enforce this Agreement shall be in a court of competent jurisdiction in and for Brevard County, Florida, and ANY TRIAL SHALL BE NON-JURY.

22. Construction of Agreement

The parties hereby agree that they have reviewed this Agreement, have consulted with legal counsel of their choice, have participated in the drafting of this Agreement and that this Agreement is not to be construed against any party as if it were the drafter of this Agreement.

23. Effective Date

This Agreement shall be effective on the last signature date required set forth below.

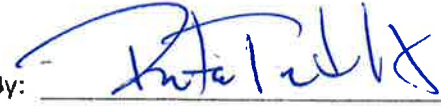
[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK. SIGNATURES TO FOLLOW.]

In witness whereof, the County and the Association caused this Agreement to be duly executed in their respective names as of the day and year written below.

Attest:

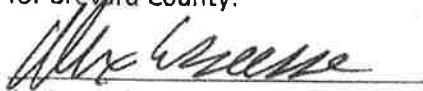
Brevard County, Florida


Rachel Sadoff, Clerk

By: 
Rita Pritchett, Chair

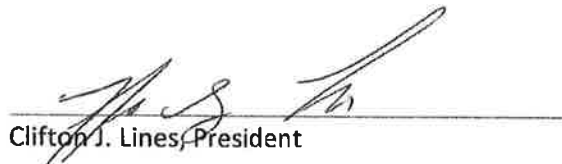
As approved by the Board on May 4, 2021

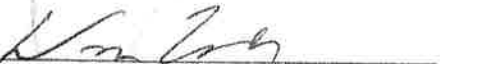
Approved as to legal form and content
for Brevard County:


Assistant County Attorney

Iroquois South Homeowners Association, Inc., a
Florida corporation

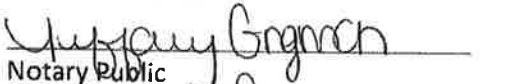

Printed name: Kathleen A. Hauser


Clifton J. Lines, President


Printed name: DEAN COKER

State of Florida
County of Brevard

The foregoing instrument was acknowledged before me by means of ☒ physical presence or
☐ online notarization, this 23 day of April, 2021 by Clifton J. Lines, President of
Iroquois South Homeowners Association, Inc., a Florida corporation, on behalf of the
corporation. He is personally known to me or has produced Florida ID
as identification.


Notary Public
Tiffany Grgurich
Name typed, printed or stamped
My Commission Expires: 2-4-2025

[Notary Seal]



**BREVARD COUNTY
BOARD OF COUNTY COMMISSIONERS**

CONTRACT REVIEW AND APPROVAL FORM

SECTION I - GENERAL INFORMATION

1. Contractor:		2. Amount: 0.00	
3. Fund/Account #: N/A		4. Department Name: Public Works	
5. Contract Description: Right-of-Way Use Agreement (Supersede) for Iroquois HOA			
6. Contract Monitor: Jeanette Scott		8. Contract Type: USE AGREEMENT	
7. Dept/Office Director: Marc Bernath			
9. Type of Procurement: Other			

SECTION II - REVIEW AND APPROVAL TO ADVERTISE

APPROVAL

<u>COUNTY OFFICE</u>	<u>YES</u>	<u>NO</u>	<u>SIGNATURE</u>
User Agency	☐	☐	
Purchasing	☐	☐	
Risk Management	☐	☐	
County Attorney	☐	☐	

SECTION III - REVIEW AND APPROVAL TO EXECUTE

APPROVAL

<u>COUNTY OFFICE</u>	<u>YES</u>	<u>NO</u>	<u>SIGNATURE</u>
User Agency	☐	☐	
Purchasing	☐	☐	
Risk Management	☐	☐	
County Attorney	☒	☐	Esseesse, Alexander

Digitally signed by Esseesse, Alexander
Date: 2021.04.20 09:46:56 -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.)	☐

**BREVARD COUNTY
BOARD OF COUNTY COMMISSIONERS**

CONTRACT REVIEW AND APPROVAL FORM

SECTION I - GENERAL INFORMATION

1. Contractor:		2. Amount: 0.00	
3. Fund/Account #: N/A		4. Department Name: Public Works	
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7. Dept/Office Director: Marc Bernath			
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	☒	☐	Thomas-Wood, Tammy
Purchasing	☐	☐	
Risk Management	☒	☐	Lairsey, Matt
County Attorney	☐	☐	

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.)	☐