

## CITY ATTORNEY OFFICE - LEGAL REVIEW CHECKLIST

Name of Agreement:

Department:

Contact person:

City Manager approval

City Commission approval

Reviewed by Purchasing

Agenda item #:

Agenda meeting date:

Resolution #:

Agreement Action:

New	Renewal*	Amendment*	*Renewal: Only change is the agreement term *Amendment: For changes other than/in addition to term
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Does the Contractor require the City to sign first?:

<b>Agreement Terms:</b>	<b>Comments/Specific Provision in Agreement</b>
Term (Duration of Agreement)	
Termination Clause	
Renewal Clause	
Insurance	
Indemnification	
Governing Law	
Venue	
Assignment	
Attorney's fees	
FL. Public Records Provision (2016)	
Inspector General Provision	
Fiscal Funding Requirement	
Fla. Stat. 448.095 - E-verify	
Fla. Stat. 287.134 - Disc. Vendor	
Fla. Stat. 287.135 - Scrutinized Comp.	
Fla. Stat. 287.133 - Convicted Vendor	
ADA	
Fla. Stat. 286.101 - Foreign Gifts	
Fla Stat. 287.138 - Foreign Country	
Fla. Stat. 787.06 - Non-Coercion	

<b>Business Principles:</b>	<b>Comments</b>
Fees: Total Value	
Fees: Per Fiscal Year	

<b>Other Issues:</b>	<b>Comments</b>
Non-Negotiable Issues/ Miscellaneous Issues/ Special Considerations	

Consistent with applicable policies including, but not limited to, Procurement policies. Yes

Attorney:

Reviewed and approved as to form and legal sufficiency only