

## 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<br>*Amendment: For changes other than/in addition to term |
|-----|----------|------------|---|

Does the Contractor require the City to sign first?:

| Agreement Terms:                       | Comments/Specific Provision in Agreement |
|--|--|
| 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       |  |

| Business Principles:  | Comments |
|-----------------------|----------|
| Fees: Total Value     |          |
| Fees: Per Fiscal Year |          |

| Other Issues:   | Comments |
|---|----------|
| Non-Negotiable Issues/<br>Miscellaneous Issues/<br>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