CITY ATTORNEY OFFICE - LEGAL REVIEW CHECKLIST

Name of Agreement: Eagle Auto Parts
Department: Purchasing
Contact person: Ryan Lingholm

City Manager approval ☐

City Commission approval ☑
Agenda item #:
Agenda meeting date:

Agreement Action:	New ◉	Renewal* ○	Amendment* ○	*Renewal: Only change is the agreement term *Amendment: For changes other than/in addition to term

Has the agreement been signed and notarized/witnessed by the vendor: Yes ☐ No ☐

For City Attorney Use only:

Agreement Terms:	**Comments/Specific Provision in Agreement**
Term (Duration of Agreement)	Article 5--3 years
Termination Clause	
Renewal Clause	
Insurance	City standard
Indemnification	City standard
Assignment	
Non-Discrimination Policy	
Inspector General Provision	
FL. Public Records Provision (2016)	
Governing Law	Florida
Venue	Palm Beach County
Attorney's fees	
Waiver of Jury trial	

Business Principles:	**Comments**
Fees: Total Value	
Fees: Per Fiscal Year	

Other Issues:	**Comments**
Non-Negotiable Issues/ Miscellaneous Issues/ Special Considerations	this agreement was part of an ITB reviewed and approved by Max. This is the standard agreement with one change--the term. All other terms and conditions were noted in the ITB.

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

Attorney: Lynn Gelin, Esq.
Reviewed and approved as to form and legal sufficiency only

Version 3. May 25, 2017