



County Project Authorization (CPA) Form

Contract Name: _____ CPA Number: _____
 Project Name: _____ Contractor's Name: _____

Contract Number:		Total Project Amount:	
Solicitation Number:		Account Number:	
Lee County Project Manager:		Project Number:	
Fiscal Staff:		Request Date:	

Description / Scope of Work (include location):

Length of time to Substantial Completion from Notice to Proceed (in calendar days): _____
 Length of time to Final Completion from Notice to Proceed (in calendar days): _____
 Liquidated Damages amount to be assessed per calendar day after Substantial Completion (if applicable): _____

 Contractor Signature (Print & Sign Name)

 Date Accepted

 Contact E-mail Address

 Contact Phone Number

 Lee County Procurement Approval

 Lee County Authorized Approval

 Date Accepted

 Date Accepted

Lee County Board of County Commissioners - Procurement Management

1500 Monroe Street - Fort Myers, FL 33901
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