

CONTRACT REVIEW CHECKLIST

Consistency with Law and School Board Policy:

	Comments
Consistent with School Board Policy	√
Consistent with Florida, federal and local laws	√

Contract Terms:

	Comments
Term (Duration of Contract)	June 29, 2005-August 1, 2007
Termination Clause	Termination for Cause included. Add termination for convenience (see Special Considerations below)
Insurance /Liability Issues/ Indemnification	Risk Management should review and approve all insurance clauses.
Regulatory issues	None
Confidentiality Provision	Yes
Warranties	√
Labor Issues	The Labor Relations Department should review any issues.
Disclaimers	None
Governing Law & Venue	Florida; Palm Beach County

Business Principles:

	Comments
Sound Business Principles	√
Reasonableness of Fees	See Proposal page 1
Payment Terms --Lump sum, installments --Payment Due dates --Late fees	See Proposal page 1

Other Issues:

	Comments
Conflict of Interest Disclosures	None
Non-Negotiable Issues	None
Miscellaneous Issues	None
Appropriate Departmental Sign-off	Yes

Special Considerations: Add the following: The School District may terminate this contract for convenience upon 30 days written notice. In such event, Riverdeep will be paid for services satisfactorily rendered up to the effective date but shall not be entitled to any additional payments, damages or lost profits.

The issues noted above were explained to the appropriate District staff and/or Division Chief. YES X NO

[Handwritten Signature]
By: Attorney (Name and Date)