

Date _____
 Consistency with Law and School Board Policy:

CONTRACT REVIEW CHECKLIST

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

Contract Terms:

| | Comments |
|--|--|
| Term (Duration of Contract) | 8/18/2005-6/30/2006 |
| Termination Clause | √ |
| 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 page 2 |
| Payment Terms --Lump sum, installments --Payment Due dates --Late fees | see page 2 |

Other Issues:

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

Special Considerations:

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

ACSL
 By: Attorney (Name and Date) 2/14/05