

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)	January 20, 2005 – September 30, 2006
Termination Clause	None
Insurance /Liability Issues/ Indemnification	<i>Insurance language is acceptable (BAM) 11/14/05</i> Risk Management should review and approve all insurance clauses.
Regulatory issues	None
Confidentiality Provision	None
Warranties	N/A
Labor Issues	<i>See attached Memo from Labor Relations</i> The Labor Relations Department should review any issues.
Disclaimers	None
Governing Law & Venue	None

Business Principles:

Comments

Sound Business Principles	
Reasonableness of Fees	N/A
Payment Terms –Lump sum, installments –Payment Due dates –Late fees	N/A

Other Issues:

Comments

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

Special Considerations: _____

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

Kimberly (BAM) 11/14/05
By: Attorney (Name and Date)

MEMORANDUM

from the office of

LABOR RELATIONS

Van V. Ludy, Director

TO: To Whom It May Concern
V.V.L.

FROM: Van V. Ludy, Director of Labor Relations

RE: Review of the Attached Agreement/Contract/Form

DATE: November 15, 2005

I have reviewed the attached Agreement, Contract, or Form and find that this Agreement, Contract, or Form ~~does~~ does not violate the Collective Bargaining Agreement(s) between the District and the appropriate bargaining unit employee organization(s).

Additional Notes: