

CONTRACT REVIEW CHECKLIST

Consistency with Law and School Board Policy:

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

Contract Terms:

	Comments
Term (Duration of Contract)	April 6, 2006- July 31, 2006
Termination Clause	The Agreement may be terminated by either party with or without cause upon 30 days written notice to the other party.
Insurance /Liability Issues/ Indemnification	Risk Management should review and approve all insurance clauses. Please refer to sections 15 and 16.
Regulatory issues	No.
Confidentiality Provision	Yes. The Contractor agrees to execute the Addendum Concerning Student Records and to maintain the confidentiality of student records.
Warranties	N/A
Labor Issues	The Labor Relations Department should review any issues.
Disclaimers	N/A
Governing Law & Venue	Venue: Palm Beach County; Choice of Laws: Florida

Business Principles:

	Comments
Sound Business Principles	Yes.
Reasonableness of Fees	Please refer to page 2, section 2.
Payment Terms --Lump sum, installments --Payment Due dates --Late fees	Please refer to page 2, section 2.

Other Issues:

	Comments
Conflict of Interest Disclosures	None
Non-Negotiable Issues	No.
Miscellaneous Issues	None
Appropriate Departmental Sign-off	

Special Considerations: _____

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


 By: Attorney (Name and Date) 4/19/06