

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 24, 2007- April 23, 2010; Please refer to Section I.
Termination Clause	Board may terminate without cause upon giving thirty (30) days notice to other party. The Contractor may terminate upon giving ninety (90) days written notice to the Board; Please refer to Section IV. Board may terminate for cause upon giving Contractor 10 days written notice and opportunity to cure; Please refer to Section VII. Board may terminate for lack of funds; Please refer to Section VIII.
Insurance /Liability Issues/ Indemnification	Risk Management should review and approve all insurance clauses. Indemnification: Please refer to Section V. Insurance: Please refer to Section VI.
Regulatory issues	None
Confidentiality Provision	No (Contractor will NOT receive student information).
Warranties	N/A
Labor Issues	The Labor Relations Department should review any issues.
Disclaimers	N/A
Governing Law & Venue	Governing Law: Florida; Venue: Palm Beach County; Please refer to Section XIV.

Business Principles:

	Comments
Sound Business Principles	Yes.
Reasonableness of Fees	As listed in the RFP; Please refer to Section III.
Payment Terms --Lump sum, installments --Payment Due dates --Late fees	As listed in the RFP; Please refer to Section III.

Other Issues:

	Comments
Conflict of Interest Disclosures	None
Non-Negotiable Issues	None
Miscellaneous Issues	
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) 3-28-07