

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 25, 2007- December 31, 2007; Please refer to Paragraph 1.
Termination Clause	SB has option to terminate services at any time upon 10 business days written notice; Please refer to Paragraph 9.
Insurance /Liability Issues/ Indemnification	Risk Management should review and approve all insurance clauses. Liability Issues: Please refer to Paragraph 7.
Regulatory issues	No.
Confidentiality Provision	None.
Warranties	None.
Labor Issues	The Labor Relations Department should review any issues.
Disclaimers	N/A
Governing Law & Venue	Governing Law: Florida; Please refer to Paragraph 11.

Business Principles:


	Comments
Sound Business Principles	Yes.
Reasonableness of Fees	Please refer to Paragraph 2 and Attachment I Paragraph 5.
Payment Terms --Lump sum, installments --Payment Due dates --Late fees	Please refer to Paragraph 2 and Attachment I Paragraph 5.

Other Issues:

	Comments
Conflict of Interest Disclosures	None
Non-Negotiable Issues	
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:  4-20-07
Attorney (Name and Date)