

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)	May 30, 2007- January 30, 2008
Termination Clause	Either party may terminate if the other party fails to remedy a breach within 15 days of notice of breach; Please refer to Section 10 of Cognos General Software License Support & Services Terms.
Insurance /Liability Issues/ Indemnification	Risk Management should review and approve all insurance clauses. Limitation of Liability: Please refer to Section 7 of Cognos General Software License Support & Services Terms. Indemnification: Please refer to Section 9 of Cognos General Software License Support & Services Terms.
Regulatory issues	None
Confidentiality Provision	Please refer to Section 5 of Cognos General Software License Support & Services Terms.
Warranties	Please refer to Section 6 of Cognos General Software License Support & Services Terms.
Labor Issues	The Labor Relations Department should review any issues.
Disclaimers	N/A
Governing Law & Venue	Governing Law: Florida; Please refer to Section 12.5 of Cognos General Software License Support & Services Terms.

Business Principles:

	Comments
Sound Business Principles	Yes.
Reasonableness of Fees	Please refer to Section 5 of Order Agreement.
Payment Terms --Lump sum, installments --Payment Due dates --Late fees	Please refer to Section 5 of Order Agreement and Section 4 of Cognos General Software License Support & Services Terms.

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

[Handwritten Signature]
 _____ 4/19/07