

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)	July 1, 2007- June 30, 2008; Please refer to Paragraph 2.
Termination Clause	The agreement may be terminated with or without cause by SB during the term with one quarter's prior written notice to the other party; Please refer to Paragraph 3.04.
Insurance /Liability Issues/ Indemnification	Risk Management should review and approve all insurance clauses. Indemnification: Please refer to Paragraph 2.05. Liability Issues: Please refer to Paragraphs 3.01 and 3.14.
Regulatory issues	None
Confidentiality Provision	
Warranties	N/A
Labor Issues	The Labor Relations Department should review any issues.
Disclaimers	N/A
Governing Law & Venue	Governing Law: Florida; Please refer to Paragraph 3.11.

Business Principles:

Comments

Sound Business Principles	Yes.
Reasonableness of Fees	Please refer to Paragraph 2.02.6.
Payment Terms --Lump sum, installments --Payment Due dates --Late fees	Please refer to Paragraph 2.02.6.

Other Issues:

Comments

Conflict of Interest Disclosures	None
Non-Negotiable Issues	
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]
By: Attorney (Name and Date) *6-25-07*