

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)	August 16, 2007- December 31, 2007; Please refer to Section 1.
Termination Clause	Board may terminate without cause upon giving thirty (30) days notice to other party. If the consultant is in default, the Board may cancel contract upon five (5) days notice to the other party. Please refer to Section 16.
Insurance /Liability Issues/ Indemnification	Risk Management should review and approve all insurance clauses. Indemnification: Please refer to Section 11.
Regulatory issues	None
Confidentiality Provision	Consultant will receive confidential student information; Please refer to Section 7 and PBSD 2220.
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 15.

Business Principles:

	Comments
Sound Business Principles	Yes.
Reasonableness of Fees	\$23,400.00; Please refer to Section 6A.
Payment Terms --Lump sum, installments --Payment Due dates --Late fees	\$45.00 per hour for up to 520 hours; Please refer to Section 6A.

Other Issues:

	Comments
Conflict of Interest Disclosures	None
Non-Negotiable Issues	None
Miscellaneous Issues	<u>In PBSD 2220, please state with particular specificity the fields of student data that will be accessed by the consultant.</u>
Appropriate Departmental Sign-off	

Special Considerations: _____

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

 7-24-07
 By: Attorney (Name and Date)