

COPS Baseline 4-5A: Client Contract- Business & Technical Review Checklist

ABSTRACT

As professional service providers we don't always get to use our own contracting documents. This is especially true when working with the public sector, utilities or with other consultants. The Client Contract - Business & Technical Review Checklist is a document to be used internally by your staff to quickly review a client's contract documents with the goal of minimizing any risk related to business and/or technical matters.

This is NOT a Legal Review document. The checklist has 2 sections, one for Work Authorizations or Task Orders and one for Master Agreements. Usage of this product forces the project manager to review the contract and look for specific items that if missed or not addressed could cost your firm.