

CONTRACT ROUTING SHEET

Date Prepared: August 8, 2017

Need Date: ASAP - BOS Mtg 08/29/17

PROCESSING DEPARTMENT:

Department: Procurement & Contracts
Dept. Contact: Linda Silacci-Smith
Phone: x5417
Department
Head Signature: [Signature] 8/8/17

CONTRACTOR:

Name: BMI Imaging Systems
Address: 1115 E. Arques Avenue
Sunnyvale, CA 94085
Phone: (916) 924-6666

CONTRACTING DEPARTMENT: Recorder-Clerk

Service Requested: Scanning & Hosting Services
Contract Term: Perpetual Contract Value: \$ 34,850.00
Compliance with Human Resources requirements? Yes: No:
Compliance verified by: Email to HR - 08/08/17

COUNTY COUNSEL: (Must approve all contracts and MOU's)

Approved: ✓ Asto form Disapproved: Date: 8/22/17 By: [Signature]
Approved: Disapproved: Date: By:

* note revisions made in conference w/ vendor attached and circulated via email.

** This Agreement does not contain not-to-exceed amount, and involves perpetual annual expense.

** This Agreement allows vendor to copy and sell certain historical records (land).

PLEASE FORWARD TO RISK MANAGEMENT. THANKS!

RISK MANAGEMENT: (All contracts and MOU's except boilerplate grant funding agreements)

Approved: ✓ Disapproved: Date: 8/22/17 By: [Signature]
Approved: Disapproved: Date: By:

* note this Agreement involves transportation services, including handling, loading and driving to be done by vendors agents and employees.

OTHER APPROVAL: (Specify department(s) participating or directly affected by this contract).

Departments:
Approved: Disapproved: Date: By:
Approved: Disapproved: Date: By:

EL DORADO COUNTY COUNSEL
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