

CONTRACT ROUTING SHEET

Date Prepared: 6-23-09Need Date: 7-1-09**PROCESSING DEPARTMENT:**Department: SheriffDept. Contact: Sherry BahlmanPhone #: 621-5690

Department

Head Signature: Sherry Bahlman**CONTRACTOR:**Name: Keefe Commissary Network LLCAddress: 55-101 Vista Blvd,
Sparks, NV 89434Phone: 1-800-890-5206**CONTRACTING DEPARTMENT:** SheriffService Requested: Commissary network program to facilitate commissary supplies for inmatesContract Term: 4-30-09 to 4-29-14 Auto Renew Contract Value: 0

Compliance with Human Resources requirements?

Yes: No: Compliance verified by: **COUNTY COUNSEL:** (Must approve all contracts and MOU's)Approved: Disapproved: ✓ Date: 6/30/09 By: Judith KuaApproved: Disapproved: Date: By:

- Automatic renewal provision after initial five year base term. Non standard agreement. Co obtains service fee and provides staff to operate computers provided by vendor and the provides requests for goods from inmates.
- New agreement had no plan for method of delivery and billing process as set forth in prior Exh A. Recommend that this prior Exh A information be incorporated into the new contract in order to avoid disputes in regard to payment and delivery of goods.
- Include standard provisions re. fiscal considerations, termination, notice to parties, venue, representation, that contractor is licensed to conduct business in CA, location and principle place of business etc... Worsh

RISK MANAGEMENT: (All contracts and MOU's except boilerplate grant funding agreements)Approved: Disapproved: Date: By: Approved: Disapproved: Date: By: **OTHER APPROVAL:** (Specify department(s) participating or directly affected by this contract).Departments: Approved: Disapproved: Date: By: Approved: Disapproved: Date: By: