

CONTRACT AMENDMENT ROUTING SHEET

Date Prepared: September 18, 2019

Need Date: Board Date 10/8/2019

PROCESSING DEPARTMENT:

Department: Recorder-Clerk

CONTRACTOR:

Name: Department of Justice

Electronic Recording Delivery System (ERDS)

Address: PO Box 160526

Sacramento CA 95816-0526

Phone: (916) 210-3158

Dept. Contact: Catrina Christensen

Phone: X5493

Department: _____

Head Signature: *[Handwritten Signature]*

Org Code: 1800000

Project String
(if applicable): _____

CONTRACTING DEPARTMENT: Recorder Clerk's Office

Service Requested: Participation in Electronic Recording Delivery System

Description: _____

Contract Term: Perpetual Contract Value: \$1,194.92

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

Approved: ✓ Disapproved: _____ Date: 9/23/19 By: JDS

Approved: _____ Disapproved: _____ Date: _____ By: _____

RECEIVED
SEP 19 2019
[Handwritten initials]

BY: *[Handwritten Signature]*

COUNSEL -- PLEASE FORWARD TO HR AND RISK MANAGEMENT -- THANKS!

PH2:28 HR/RM SEP 25 '19

HR APPROVAL:

Compliance with Human Resources requirements? Yes: X No: _____

Compliance verified by: *[Handwritten Signature]* 9/30/19

RISK MANAGEMENT APPROVAL: (all contracts & MOU's except boilerplate grant funding contracts)

Approved: ✓ Disapproved: _____ Date: 9/25/19 By: *[Handwritten Signature]*

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: _____

PLEASE EMAIL FOR PICK-UP cao-contracts-newrequests@edcgov.us
Thank you!