

# AGREEMENT ROUTING SHEET

Date Prepared: 01/16/20

Need Date: 01/27/20

**PROCESSING DEPARTMENT:**

Department: CAO for District Attorney  
Dept. Contact: Justene Grewal  
Phone #: 5640  
Department  
Head Signature: *Aura Schwartz*

**CONTRACTOR:**

Name: Lexipol, LLC  
Address: 2415 Campus Drive, Suite 250  
Irvine, CA 92612  
Phone: 949-226-8080

**CONTRACTING DEPARTMENT:** District Attorney

Service Requested: Review and approve Amd III - Resubmittal

Description: Policy Manual Update Guidance

Contract Term: Perpetual Contract Value: \$2,917

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

Approved:  Disapproved:  Date: 1/23/20 By: *MA*  
Approved:  Disapproved:  Date:            By:           

PLEASE FORWARD TO RISK MANAGEMENT. THANKS!

AM 11:52 HR/RM JAN 24 '20

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

Approved:  Disapproved:  Date: 24 Jan 2020 By: *[Signature]*  
Approved:  Disapproved:  Date:            By:           

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

Departments: Human Resources Lauren Montalvo  
Approved:  Disapproved:  Date: 1/27/2020 By: *[Signature]*  
Approved:  Disapproved:  Date:            By:           

PLEASE CALL FOR PICK-UP x 5640 Thank you!