

# CONTRACT ROUTING SHEET

Amendment III

Date Prepared: 9/4/08

Need Date: 9/8/08

**PROCESSING DEPARTMENT:**

Department: Recorder-Clerk  
 Dept. Contact: Jane Kohlstedt  
 Phone #: 5493  
 Department: Recorder-Clerk  
 Head Signature: William E. Schultz by Jane Kohlstedt  
*asst. Recorder*

**CONTRACTOR:**

Name: Department of Justice  
 Address: P. O. Box 160526  
Sacramento CA 95816-0526  
 Phone: 916-227-8907

2008 SEP -4 AM 11:11  
 ADD COUNTY COUNSEL

**CONTRACTING DEPARTMENT:** Recorder-Clerk

Service Requested: Amendment III to Department of Justice Annual Contract  
 Contract Term: Perpetual Contract Value: 22,234.63  
 Compliance with Human Resources requirements? Yes: X No:           
 Compliance verified by:         

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

Approved: ✓ Disapproved:          Date: 9/8/08 By: ZBL  
 Approved:          Disapproved:          Date:          By:         

*Unfortunately, the Purchasing Guidelines require any contract exceeding 3 years in length, including an amendment, to go to the Board, regardless of the amount of the contract. Alternatively, you could take it to the Board annually as a perpetual contract. As one of one, half-ages of the other.*

PLEASE FORWARD TO RISK MANAGEMENT. THANKS!

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

Approved: ✓ Disapproved:          Date: 9/9/08 By: Costello  
 Approved:          Disapproved:          Date:          By:         

08 SEP -9 PM 10:34  
 REC'D - RISK MGMT DEPT

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

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