

# CONTRACT ROUTING SHEET

Date Prepared: November 10, 2015

Need Date: ASAP

**PROCESSING DEPARTMENT:**

Department: Procurement & Contracts  
Dept. Contact: Ashley Wells JW  
Phone #: x5804  
Department  
Head Signature: AWells FOR SUE HENNIKE

**CONTRACTOR:**

Name: WebQA, Inc.  
Address: 900 S. Frontage Road, Suite 110  
Woodbridge, IL 60517  
Phone: 630-985-1300

**CONTRACTING DEPARTMENT:** ~~Board Of Supervisors~~ COUNSEL

Service Requested: Freedom of Information Act (FOIA) Software License  
Contract Term: Perpetual Contract Value: \$11,900 / YEAR 1  
Compliance with Human Resources requirements? Yes: \_\_\_\_\_ No: ✓  
Compliance verified by: N/A - Software License

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

Approved: ✓ w/changes Disapproved: \_\_\_\_\_ Date: 11/20/2015 By: J. Sanfelix  
Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

BLUE TEXT = LANGUAGE INSERTED FROM THEIR AGREEMENT, ATTACHED FOR REFERENCE.  
PURPLE TEXT = THEIR REQUESTED CHANGES. PLEASE ADVISE.

NOTE: automatic renewal of term. If cancellation occurs after start of current term, must pay the balance for that year.

TAKING TO BOARD AS A PERPETUAL AGREEMENT. CHANGES INCORPORATED. JW

PLEASE FORWARD TO RISK MANAGEMENT. PLEASE CALL ASHLEY FOR PICK UP THANKS!

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

Approved: ✓ Disapproved: \_\_\_\_\_ Date: 1/12/16 By: [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: \_\_\_\_\_

DCR ADO COUNTY COUNSEL  
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