


AGREEMENT CONTRACT ROUTING SHEET

Date Prepared: 1/24/2020

Need Date: 1/24/2020

PROCESSING DEPARTMENT:

Department: Recorder-Clerk
Dept. Contact: Catrina Christensen
Phone: 5493
Department
Head Signature: 

CONTRACTOR:

Name: Iron Mountain Info. Mgmt LLC
Address: 1000 Campus Drive
Collegeville PA 19426
Phone: 1-800-934-3453

Org Code: 1800000
Project String
(if applicable): _____

Funding Source: 1870700

CONTRACTING DEPARTMENT: Recorder-Clerk

Service Requested: Secure Storage
Description: Off-site Climate Controlled Secured Storage of Microfilm/Microfiche
Contract Term: Perpetual Contract Value: \$12,000

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

Approved: ✓ Disapproved: _____ Date: 1/27/2020 By: JDS
Approved: _____ Disapproved: _____ Date: _____ By: _____

See email.

HR APPROVAL: WILL BE REVIEWED THROUGH WORKFLOW

RISK MANAGEMENT: WILL BE REVIEWED THROUGH WORKFLOW

PLEASE EMAIL Catrina Christensen FOR PICK-UP
Thank you!

EDC COUNTY COUNSEL
2020 JAN 24 AM 11:49