

# CONTRACT AMENDMENT ROUTING SHEET

Date Prepared: 07/26/2024

Need Date: 08/02/2024

**PROCESSING DEPARTMENT:**

Department: Procurement and Contracts  
Dept. Contact: Matthew McKain  
Phone: X5974  
Department Head Signature: Matthew Potter  
Digitally signed by Matthew Potter  
Date: 2024.07.19 13:52:38 -07'00'  
Matt Potter  
Sr. Administrative Analyst

**CONTRACTOR:**

Name: Insight Public Sector, Inc.  
Address: 2701 East Insight Way  
Chandler, AZ 85286  
Phone: \_\_\_\_\_  
Org Code: 1040000  
Project String  
(if applicable): \_\_\_\_\_

**CONTRACTING DEPARTMENT:** Information Technologies

Service Requested: Review and Approve  
Description: Fifth Amendment to Microsoft Enterprise Agreement  
Contract Term: 08/31/2024 - 8/31/2027 Contract Value: \$8,158,958.18 as amended

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

Approved:  Disapproved:  Date: 07/30/2024 By: Janeth SanPedro  
Digitally signed by Janeth SanPedro  
Date: 2024.07.30 10:50:51 -07'00'  
Approved:  Disapproved:  Date: \_\_\_\_\_ By: \_\_\_\_\_

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

**HR APPROVAL:**

Compliance with Human Resources requirements? Yes:  No:   
Compliance verified by: Lauren Montalvo  
Digitally signed by Lauren Montalvo  
Date: 2024.08.02 17:03:19 -07'00'

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

Approved:  Disapproved:  Date: 07/31/2024 By: Lavleen K. Cheema  
Digitally signed by Lavleen K. Cheema  
Date: 2024.07.31 13:26:54 -07'00'  
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: \_\_\_\_\_