

re-submitted 11/19/13

CONTRACT ROUTING SHEET

Date Prepared: 08/26/13 *9/9/13*

Need Date: 09/26/13 *10/9/13*

PROCESSING DEPARTMENT:

Department: Sheriff's Office
Dept. Contact: Tania Donnelly *TD*
Phone #: 621-6636
Department
Head Signature: *[Signature]*

CONTRACTOR:

Name: NEC Corporation of America
Address: 6535 N. State Hwy 161
Irving, TX 75039
Phone: _____

RECEIVED
HUMAN RESOURCES DEPT.
NOV 26 PM 3:03

CONTRACTING DEPARTMENT: Sheriff

Service Requested: Maintenance Agreement for NEC Latent Finger Print Reader
Contract Term: 08/15/13-08/14/14 Contract Value: 3,708
Compliance with Human Resources requirements? Yes: _____ No: N/A
Compliance verified by: _____

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

Approved: _____ Disapproved: Date: 11/10/13 By: Judith Kerr
Approved: 1 as to form Disapproved: _____ Date: 11/20/13 By: Judith Kerr

- 2. *Recommend Dept work with Procurement/Contracts*
- 1. *I understand that term of agreement will commence on date contract was signed, not Aug 5. No termination prior to 30 days before expiration of initial term, or with 90 days notice in subsequent terms. Recommend standard county term provisions.*
- **Cost of services in renewal periods may be changed at discretion of vendor. Perpetual agreement - automatic renewal. Also see similar 5.1 regarding special Maintenance services.*
- 5.1 *Clarify contractor location referred to in Sections 1 and location of installed equip (is it used in the field) for purposes of section 5.4 involving movement of equipment. (7.1 APIS data communication equip? software? Scrubify)*
- 10. *Charges/costs for equip subject to increase at discretion of contractor*

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

Approved: _____ Disapproved: Date: 11/25/13 By: [Signature]

- 12. *Limitation of liability to cost of contract w/ same statute of limitations*
- Recommend use of standard Co provisions re. venue and tax reporting and fiscal out provision.*
- 10/2/13 *Dept will advise Procurement/Contracts re perpetual agreement and process re. increase in fees. Dept will rev section 7.1 and explain - see notes above. They will also attach and incorporate responsibilities identified in section 7.1*
- 10/9 - See e-mail from dept*

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

Departments: _____
Approved: Disapproved: _____ Date: 11/19 By: [Signature]
Approved: Disapproved: 12/16/13 Date: _____ By: [Signature]

- 1. *Need evidence of worker's comp coverage*
- 2. *Change 14.7 of contract to Read: County of El Dorado, its officers, officials, employees & volunteers.*
- 3. *Correct the Cert of Insurance*