

Contract #: 250-S1711
Index Code: 530500

CONTRACT ROUTING SHEET

Date Prepared: ~~10/10/16~~ 10/18/16 - Counsel

Need Date: 11/1/16

PROCESSING DEPARTMENT:

Department: HHS/SSD
Dept. Contact: Jennifer Anderson
Phone #: X 6901

Department

Head Signature: Patricia Charles-Heathers
Patricia Charles-Heathers Ph. D.,
Director

CONTRACTOR:

Name: Fiscal Experts, Inc.
Address: 5350 Dunlay Drive #2716
Sacramento, CA 95835
Phone: 916-575-9923

CONTRACTING DEPARTMENT: HHS/Social Services Division

Service Requested: Web-based service to assist HHS employees to accurately record time worked to appropriate time study codes ("Time Study Buddy").

Contract Term: Upon Execution - 3 years 12/28/16 - 12/31/19 Contract/Grant Value: \$96,000

Compliance with Human Resources requirements? N/A Yes x No:

Compliance verified by: Approved by Julie Patton

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

Approved: X Disapproved: Date: 10/20/16 By: PJH
Approved: Disapproved: Date: By:

PLEASE FORWARD TO RISK MANAGEMENT. THANK YOU!

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

Approved: ✓ Disapproved: Date: 10-25-16 By: JB
Approved: Disapproved: Date: By:

EDCH/RISK

16 OCT 21 PM 04:48

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

NOTE: Any contract that involves the development, installation, implementation, storing, retrieving, transfer, or sending of electronic information, the acquisition of software or computer related items, or any other service/item that may be IT related, especially those that involve computers and telecommunications, must be approved by IT before submission to Counsel. This also applies to any other contract that requires approval from another department.

Departments: IT

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

Please contact (Jennifer Anderson x6901) with questions or for contract packet pick-up. Thank you!

John DeWalt
CFO Review

10/16/16
Date

John DeWalt
Deputy Director, Administration and Contracts

10/18/16
Date

Contract #: 250-S1711
 Index Code: 530500

CONTRACT ROUTING SHEET

Date Prepared: 10/10/16 10/18/16 - JD IT

Need Date: 10/25/16

PROCESSING DEPARTMENT:

Department: HHSA/SSD
 Dept. Contact: Jennifer Anderson
 Phone #: X 6901
 Department
 Head Signature:

CONTRACTOR:

Name: Fiscal Experts, Inc.
 Address: 5350 Dunlay Drive, #2716
 Sacramento, CA 95835
 Phone:

Patricia Charles-Heathers Ph. D.,
 Director

CONTRACTING DEPARTMENT: HHSA/Social Services Division

Service Requested: Web-based service to assist HHSA employees to accurately record time worked to appropriate time study codes ("Time Stud Buddy")

Contract Term: 12/28/16 – 12/31/19 Contract/Grant Value: \$96,000

Compliance with Human Resources requirements? N/A Yes ☒ No: ☐

Compliance verified by: Approved by Julie Patton

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

Approved: _____ Disapproved: _____ Date: _____ By: _____
 Approved: _____ Disapproved: _____ Date: _____ By: _____

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Departments: IT
 Approved: ☒ Disapproved: _____ Date: 10/19/16 By: [Signature]
 Approved: _____ Disapproved: _____ Date: _____ By: _____

Please contact (Jennifer Anderson x6901) with questions or for contract packet pick-up. Thank you!