

## NEW AGREEMENT CONTRACT ROUTING SHEET

Date Prepared: 03/14/19

Need Date: 4/11/19

**PROCESSING DEPARTMENT:**

Department: Sheriff's Office

Dept. Contact: Tania Donnelly

Phone: 530-621-6636

Department

Head Signature: [Signature]

**CONTRACTOR:**

Name: BMI Imaging

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

Org Code: \_\_\_\_\_

**CONTRACTING DEPARTMENT:** Sheriff

Service Requested: Perpetual Contract for scanning and storing Index Cards

Contract Term: 5/1/19-4/30/19 perpetual Contract Value: \$18,700 and \$1000 annually after

1st year

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

Approved:  Disapproved:  Date: 3/14/19

By: [Signature]

Approved:  Disapproved:  Date: \_\_\_\_\_

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EL DORADO COUNTY COUNSEL  
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**HR APPROVAL:** WILL BE REVIEWED THROUGH WORKFLOW

**RISK MANAGEMENT:** WILL BE REVIEWED THROUGH WORKFLOW

**PLEASE CALL x\_\_\_\_ FOR PICK-UP... THANKS!**