

CONTRACT ROUTING FORM

1. Complete the information below BEFORE printing and completing items 2 through 7. Items in red are required.

Department: MIS

Department contract file name (use effective date): RTTI_MIS_20200620

Project Code: [Click here to enter text.](#)

Contract type: Agreement

Contracted Services/Goods: Fiber connection and service to Renaissance Drive for new EOC building

Contract Component: Master

Change Order Number/Addendum Number: [Click here to enter text.](#)

Vendor Name: Randolph Telephone Telecommunications, Inc

Effective Date: 6/20/2020

Approved by: County Manager

Commissioner Approval Date:

Ending Date: 6/30/2025

Total Amount: Construction costs: \$25,204.80 Recurring costs: \$560.00/month

Is this contract funded by federal dollars? Yes ☐ No ☐

2. Department Head or his/her designee has read the contract in its entirety.

By: _____ (Department Head signature required)

3. County Attorney has reviewed and approved the contract ☒

County Attorney has reviewed and rejects the contract ☐ Reason: _____

This is an automatic renewal and does not require approval from the County Attorney: Yes ☐ No ☐



If this box is checked the County Attorney's Office has reviewed the contract but has not made needed changes to protect the County because the contract is a sole source contract and the services required by the County are not available from another vendor.

4. Technical/MIS Advisor has reviewed the contract if applicable. Yes ☒ No ☐

5. Vendor has signed the contract. Yes ☒ No ☐

6. A budget amendment is necessary before approval. Yes ☐ No ☒

If budget amendment is necessary, please attach to this form.

7. Approval

☒ Requires approval by the BOC - contracts over \$100,000.00, contracts longer than three years and leases longer than one year. Follow Board submission guidelines.

☐ Requires approval by the Manager – contracts \$100,000 or less.

8. Submit to Clerk.

Clerk's Office Only

☐ Finance Officer has signed the contract

☐ The Finance Officer is not required to sign the contract