

THE INFORMATION IN THIS BOX IS NOT A PART OF THE CONTRACT AND IS FOR COUNTY USE ONLY

**Contract Number**

**SAP Number**

## PURCHASING DEPARTMENT

<b>Department Contract Representative</b>	<u>Bruce Cole</u>
<b>Telephone Number</b>	<u>909-387-2148</u>
<b>Contractor</b>	<u>Carahsoft Technologies</u>
<b>Contractor Representative</b>	<u>Bethany Blackwell</u>
<b>Telephone Number</b>	<u>703-230-7435</u>
<b>Contract Term</b>	<u>October 27, 2021 - September 15, 2026</u>
<b>Original Contract Amount</b>	<u></u>
<b>Amendment Amount</b>	<u></u>
<b>Total Contract Amount</b>	<u></u>
<b>Cost Center</b>	<u></u>

### Briefly describe the general nature of the contract:

The Purchasing Department has selected Carahsoft Technologies to provide a software as a service (SaaS) subscription with DocuSign digital signing services for the period of October 27, 2021 – September 15, 2026. DocuSign's digital signing platform will allow departments to collect signatures digitally for critical documents via a secured cloud environment. Departments will issue individual purchase orders to Carahsoft Technologies based on their annual usage and will ensure that sufficient appropriation exists within their annual budget.

#### FOR COUNTY USE ONLY

Approved as to Legal Form

► \_\_\_\_\_  
\_\_\_\_\_, County Counsel

Date \_\_\_\_\_

Reviewed for Contract Compliance

► \_\_\_\_\_

Date \_\_\_\_\_

Reviewed/Approved by Department

► \_\_\_\_\_

Date \_\_\_\_\_

