



CDSS

JOHN A. WAGNER
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street, M.S. 8-14-747, Sacramento, CA 95814



ARNOLD SCHWARZENEGGER
GOVERNOR

February 26, 2009

Santa Clara County Board of Supervisors
70 W. Hedding Street
San Jose, CA 95110

Attention: Pete McHugh, Chairperson

SUBJECT: AGREEMENT 08-6052

Dear Contractor:

Please complete the following checked item(s) and return to the above-stated address:

Please note in the enclosed Agreement that the General Terms and Conditions are available on the Internet site www.ols.dgs.ca.gov/standard+language and may be downloaded and printed for your files. If you do not have Internet capabilities, please call me for a hard copy of the document.

- Std. 213 with attached Exhibits. Sign both face sheets. Please use blue ink if available.
- Std. 204, Payee Data Record. No payment can be made unless this form is completed and returned.
- Voluntary Statistical Data Reporting Form. The completion of this form is strictly voluntary.
- Std. CCC, Contractor Certification Clauses. It is available on the above referenced Internet site. Please sign and return page one. Failure to do so will prohibit the State of California from doing business with your company. CDSS will be keeping the signed Std. CCC on file for three (3) years.
- Resolution from the Board of Supervisors (or appropriate governing body) authorizing the designated official to enter into and sign this Agreement.
- Certification Regarding Lobbying and/or Debarment Certification.
- Initial the marked changes on the enclosed copies. Must be initialed by an individual authorized to sign the Agreement.
- A copy of your insurance certification which states coverage will not be canceled without 30 days written notice to the State of California, and which also includes the State of California, its officers, agents, and employees as additionally insured.
- The enclosed Agreement is signed on behalf of CDSS and is being returned to you for further processing. When approved, send one original to the CDSS Contracts Bureau at the above address.
- The enclosed fully executed Agreement is for your records.
- Other:

This Agreement cannot be considered binding on either party until approved by appropriate authorized State agencies. No services should be provided prior to approval, as the State is not obligated to make any payments on any agreement prior to final approval. Expeditious handling of this Agreement is appreciated. *No alteration of these documents will be accepted without prior State approval.* If you need further information, please call me at (916) 657-1919.

Jonathan R. Quok, Contracts Analyst
Contracts and Financial Analysis Bureau

Enclosure(s)