CONTRACT AND ENCUMBRANCE INFORMATION SHEET

THIS SHEET MUST BE COMPLETED, SIGNED BY THE DEPARTMENT HEAD AND DIVISION DIRECTOR AND ATTACHED TO ALL CONTRACT AND RESOLUTION PACKETS BEFORE ANY ACTION WILL BE TAKEN.

1. Department Requesting Services: Public Works Division

2. Preparer's Name, Telephone #, and E-Mail Address:
   LEE HINSON 545-2745 lee.hinson@shelbycountytn.gov

3. DESCRIPTION OF ITEM TO BE PURCHASED, BUILT, OR SERVICE TO BE PROVIDED:
   Phase II Environmental Site Assessment

4. NAME, ADDRESS, VENDOR NUMBER, SOCIAL SECURITY NUMBER, AND/OR FEDERAL I.D. NUMBER OF VENDOR/CONSULTANT/AGENCY WITH WHICH SHELBY COUNTY WILL BE CONTRACTING:
   EnSafe, Inc.
   5724 Summer Trees Drive
   Memphis, TN 38134
   VENDOR NO./FED ID NO. 32494

5. COST OF ITEM OR SERVICE REQUESTED: $324,900.00

6. TERM OF PROPOSED CONTRACT/AGREEMENT: September 2008 thru June 2009

7. FUND, ORG, AND ACCOUNT NUMBER (13 DIGITS)

   620-300101-6637

8. COMMODITY CODE: N/A

9. VENDOR/CONSULTANT/AGENCY SELECTED BY (CHECK ONE) :

   a. X Bid/RFP Process - # & Date RFP#09-008-14 - Issued August 22, 2008
   b. ____ Emergency/Sole Source

10. LOSB/MBE INFORMATION: Please check the appropriate description

    ____ MBE (MINORITY OWNED BUSINESS ENTERPRISE)
    ____ MALE ____ FEMALE
    ____ WBE (WOMEN OWNED BUSINESS ENTERPRISE)
    ____ LOSB (LOCALLY OWNED SMALL BUSINESS)

    X N/A

11. SPECIAL INSTRUCTIONS (ROUTING, FUNDING, BUDGET TRANSFER IN PROCESS)

REVIEWED AND APPROVED BY:

DEPARTMENT HEAD — DATE: September 9, 2008

DIVISION DIRECTOR — DATE: September 9, 2008