

CONTRACT ROUTING SHEET

Date Prepared: 01-30-12

Need Date: ASAP
(on BOS Agenda 2/7/12)

PROCESSING DEPARTMENT:

Department: HHS
Dept. Contact: Ren Scammon
Phone #: 642-4852
Department Head Signature: David Nelson

CONTRACTOR:

Name: Mercy Housing California
Address: 3120 Freeboard Dr., Suite 202
West Sacramento, CA 95691
Phone: 916-414-4400

CONTRACTING DEPARTMENT: Health and Human Services Agency

Service Requested: Sunset Lane -CDBG Loan Documents Review and Approval

Contract Term: N/A Contract Value: \$0.00

Compliance with Human Resources requirements? Yes: _____ No: _____

Compliance verified by: _____

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

Approved: _____ Disapproved: _____ Date: _____ By: _____
Approved: _____ Disapproved: _____ Date: _____ By: _____

Please call Ren Scammon when ready for pickup x 4852. Thanks

RISK MANAGEMENT: (All contracts and MOU's except boilerplate grant funding agreements)

Approved: _____ Disapproved: _____ Date: _____ By: _____
Approved: _____ Disapproved: _____ Date: _____ By: _____

OTHER APPROVAL: (Specify department(s) participating or directly affected by this contract).

Departments: _____

Approved: _____ Disapproved: _____ Date: _____ By: _____
Approved: _____ Disapproved: _____ Date: _____ By: _____

