

# CONTRACT ROUTING SHEET

Date Prepared: August 19, 2013

Need Date: August 30, 2013

**PROCESSING DEPARTMENT:**

Department: Procurement & Contracts  
Dept. Contact: Linda Silacci-Smith *JS*  
Phone #: x5417  
Department Head Signature: *[Signature]*

**CONTRACTOR:**

Name: Richard F. Anderson and Cheryl L. Anderson  
Address: P.O. Box 217  
Georgetown, CA 95634  
Phone: \_\_\_\_\_

**CONTRACTING DEPARTMENT:** CAO-Facilities

Service Requested: Lease Amendment – Georgetown Library  
Contract Term: 3 Years Contract Value: \$65,545.20  
Compliance with Human Resources requirements? Yes: \_\_\_\_\_ No: \_\_\_\_\_  
Compliance verified by: \_\_\_\_\_

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

Approved:  Disapproved: \_\_\_\_\_ Date: 8/26/13 By: *J. San Pedro*  
Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

PLEASE FORWARD TO RISK MANAGEMENT. THANKS!

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

Approved:  Disapproved: \_\_\_\_\_ Date: 8/29/13 By: *[Signature]*  
Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

EL DORADO COUNTY COMMISSIONS  
2013 AUG 19 PM 4:26  
RECEIVED HUMAN RESOURCES DEPT

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

Departments: \_\_\_\_\_  
Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_  
Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_