

Contract #: 123-M1510  
Index Code: \_\_\_\_\_

# CONTRACT ROUTING SHEET

Date Prepared: 8/25/14

Need Date: 9/4/14

**PROCESSING DEPARTMENT:**  
Department: HHS/Mental Health  
Dept. Contact: Sharon Keoppel  
Phone #: Ext. 4811  
Department  
Head Signature: [Signature]  
Don Ashton, M.P.A., Director

**CONTRACTOR:**  
Name: Cambridge Real Estate Svc.  
1417 NW Marshall, Portland OR 97209  
Address: SLT Pacific Associates  
3351 M St, Ste 100, Merced, CA 95348  
Phone: \_\_\_\_\_

**CONTRACTING DEPARTMENT:** HHS/M  
Service Requested: Collaborative MOU-MHSA Housing, Aspens in SLT  
Contract Term: Execution till conclusion of loan Contract/Grant Value: Non-financial  
Compliance with Human Resources requirements? N/A x Yes \_\_\_\_\_ No: \_\_\_\_\_  
Compliance verified by: \_\_\_\_\_

**COUNTY COUNSEL:** (Must approve all contracts and MOU's)  
Approved: X Disapproved: \_\_\_\_\_ Date: 8/29/14 By: [Signature]  
Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

PLEASE FORWARD TO RISK MANAGEMENT. THANK YOU!

**RISK MANAGEMENT:** (All contracts and MOU's except boilerplate grant funding agreements)  
Approved: ✓ Disapproved: \_\_\_\_\_ Date: 9/2/14 By: [Signature]  
Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

**OTHER APPROVAL:** (Specify department(s) participating or directly affected by this contract).  
**NOTE:** Any contract that involves the development, installation, implementation, storing, retrieving, transfer, or sending of electronic information, the acquisition of software or computer related items, or any other service/item that may be IT related, especially those that involve computers and telecommunications, must be approved by IT before submission to Counsel. This also applies to any other contract that requires approval from another department.

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

Please contact Sharon Keoppel ext 4811 with questions or for contract packet pick-up. Thank you!

[Signature]  
CFO Review Date: 8/25/14

[Signature]  
Assistant Director - Admin/Finance Date: 8/26/14

FERNANDO COUNTY COUNSEL  
AUG 28 AM 11:17  
14-AUG-14 3:13 PM  
SOS DEPT.

8/25/14  
@ 8/25