

Contract #: 233-S1410  
Index Code: 530500

# CONTRACT ROUTING SHEET

Date Prepared: 9/24/13

Need Date: 10/16/13 HNW

## PROCESSING DEPARTMENT:

Department: HHSA/SSD

Dept. Contact: Heather Longo

Phone #: X7373

Department

Head Signature: [Signature]  
Don Ashton, M.P.A.,  
Interim Director

## CONTRACTOR:

Name: A Balanced Life: Individual,  
Family, and Child Therapy, Inc.

Address: 2100 Eloise Avenue  
South Lake Tahoe, CA 96158

Phone: 530-544-1748

## CONTRACTING DEPARTMENT: HHSA/Social Services Division

Service Requested: Therapeutic Counseling, Psychological Evaluations, Substance Abuse  
Services

Contract Term: 3 years, upon execution

Contract/Grant Value: 62,196.00

Compliance with Human Resources requirements?

N/A Yes x No

Compliance verified by: Mike Strella 10/1/13 HNW

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

Approved: Disapproved: X Date: 10/16/13

By: [Signature]

Approved: X Disapproved: Date: 10/24/13

By: [Signature]

1) Scope of SUCS authorization sections need to be cleaned up & re-paired.  
(2) Lack of paying for travel shd go in compens.  
see comments - 10/28/13 - see memo HNW

PLEASE FORWARD TO RISK MANAGEMENT. THANK YOU!

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

Approved: ✓ Disapproved: Date: 10/16/13

By: [Signature]

Approved: Disapproved: Date:

By:

Please contact Heather Longo X7373 for pick-up. Thank you!

## 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:

[Signature] 9/24/13  
Contracts Supe Review/Date

[Signature] 9/27/13  
Mark S. Contois, MSW  
Assistant Director

[Signature]  
Contracts Mgr. Review/Date

[Signature] 10/7/13  
CFO Review/Date