


CONTRACT ROUTING SHEET

Date Prepared: June 2, 2016

Need Date: June 17, 2016

PROCESSING DEPARTMENT:

Department: Procurement & Contracts
Dept. Contact: Linda Silacci-Smith
Phone: x5417
Department
Head Signature: 

CONTRACTOR:

Name: Emerald Bay Properties
Address: 2163 White Sands Drive
South Lake Tahoe, CA 96150
Phone: _____

CONTRACTING DEPARTMENT: CAO - Facilities

Service Requested: Lease for Supervisor Novasel
Contract Term: 30 Months Contract Value: ~~\$14,310.00~~ *15,810.00
Compliance with Human Resources requirements? Yes: _____ No: _____
Compliance verified by: N/A - Lease

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

Approved: Disapproved: _____ Date: 4/29/16 By: 
Approved: _____ Disapproved: _____ Date: _____ By: _____

With changes as noted.
7/1 - changes incorporated - jfb

EL DORADO COUNTY COUNSEL
2016 JUN -3 PM 2:14

PLEASE FORWARD TO RISK MANAGEMENT. THANKS!

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

Approved: Disapproved: Date: 7-1-16 By: 
Approved: Disapproved: _____ Date: 7-5-16 By: 

DEFICIENCIES NOTED IN Edix
7/1 - compliant in Edix - Vendor # 011147

EDC HR/RISK
16 JUN 29 PM 02:22

EDC HR/RISK
16 JUL 01 PM 02:28

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

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