

# CONTRACT AMENDMENT ROUTING SHEET

Date Prepared: 01/10/2022

Need Date: 01/10/2022

**PROCESSING DEPARTMENT:**

Department: Human Resources  
Dept. Contact: Lauren Montalvo  
Phone: 530-621-7552  
Department: Joseph  
Head Signature: Carruesco

Digitally signed by Joseph Carruesco  
Date: 2022.01.11 09:36:55 -08'00'

**CONTRACTOR:**

Name: El Dorado County  
Address: 330 Fair Lane  
Placerville, CA  
Phone: (530)530-621-5565

Org Code: 0800000  
Project String  
(if applicable):

**CONTRACTING DEPARTMENT:** Human Resources

Service Requested: Approval of contract with CAO (Memorandum of Agreement)

Description: Employment contract with CAO

Contract Term: 3 year rolling term Contract Value:

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

Approved:  Disapproved:  Date: 01/11/2022 By: David A. Livingston  
Approved:  Disapproved:  Date: By:

Digitally signed by David A. Livingston  
Date: 2022.01.11 16:55:41 -08'00'

**COUNSEL -- PLEASE FORWARD TO HR AND RISK MANAGEMENT -- THANKS!**

**HR APPROVAL:**

Compliance with Human Resources requirements? Yes:  No:   
Compliance verified by:

**RISK MANAGEMENT APPROVAL:** (all contracts & MOU's except boilerplate grant funding contracts)

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:

PLEASE EMAIL SIGNED DOCUMENT TO: