

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: Lawrence Caso and Diane Caso
Revocable Trust
Address: P.O. Box 1018
Placerville, CA 95667
Phone: _____

CONTRACTING DEPARTMENT: CAO-Facilities

Service Requested: Lease Amendment – Law Library
Contract Term: 3 Years Contract Value: \$89,643.24
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: *[Signature]*
Approved: _____ Disapproved: _____ Date: _____ By: _____

RECEIVED
HUMAN RESOURCES DEPT.
2013 AUG 26 PM 2:42
DORADO COUNTY COURSE

PLEASE FORWARD TO RISK MANAGEMENT. THANKS!

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

Approved: Disapproved: _____ Date: 8/27/13 By: *[Signature]*
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: _____