

# CONTRACT ROUTING SHEET

Date Prepared: November 24, 2015

Need Date: December 15, 2015

**PROCESSING DEPARTMENT:**

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

**CONTRACTOR:**

Name: Charles & Cynthia Freeland  
Address: 2641 Old Meder Road  
Rescue, CA 95672  
Phone: (530) 676-5508

**CONTRACTING DEPARTMENT:** CAO – Facilities

Service Requested: AMD I – Additional Space for Storage  
Contract Term: 1 Years Contract Value: ~\$3,500.00  
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: 12/16/2015 By: J. San Pedro  
Approved:            Disapproved:            Date:            By:           

EL DORADO COUNTY COMMISSION  
2015 DEC - 1 AM 11:25  
RECEIVED  
HUMAN RESOURCES DEPT.  
15 DEC 17 AM 8:13

PLEASE FORWARD TO RISK MANAGEMENT. THANKS!

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

Approved: X Disapproved:            Date: 12/17/15 By: Cgy  
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: