

# CONTRACT ROUTING SHEET

Date Prepared: August 30, 2016

Need Date: BOS Board Date - 10/25/16

**PROCESSING DEPARTMENT:**

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

**CONTRACTOR:**

Name: Broadway Plaza  
c/o Judith Puthuff  
Address: 13001 Saratoga Sunnyvale Road  
Saratoga, CA 95070  
Phone: \_\_\_\_\_

**CONTRACTING DEPARTMENT:** CAO - Facilities

Service Requested: Assignment of Lease to Barber Auto Mall Properties, LP  
Contract Term: No Change in Term Contract Value: No Change in Contract Value  
Compliance with Human Resources requirements? Yes: \_\_\_\_\_ No: \_\_\_\_\_  
Compliance verified by: N/A - Lease

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

Approved: *Condl* Disapproved: \_\_\_\_\_ Date: *9/9/16* By: *JOS*  
Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

*See confidential email.*

*all comments & changes incorporated. JS*

EL DORADO COUNTY COUNSEL  
16 AUG 30 PM 3:00

PLEASE FORWARD TO RISK MANAGEMENT. THANKS!

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

Approved: *✓* Disapproved: \_\_\_\_\_ Date: *9-13-16* By: *JS*  
Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

*Compliant in EDC Vendor # 02718*

EDC HR/RISK

'16 SEP 12 AM 09:44

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

Departments: \_\_\_\_\_  
Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_  
Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_