



Contract #: _____
Index Code: 431441

CONTRACT ROUTING SHEET

Date Prepared: 8/10/16

Need Date: 8/11/16

PROCESSING DEPARTMENT:

Department: HHSA/Admin & Finance
Dept. Contact: Kathryn Lang
Phone #: X7147
Department: _____
Head Signature:
Don Ashton, M.P.A., Director

CONTRACTOR:

Name: N/A
Address: _____
Phone: _____

CONTRACTING DEPARTMENT: HHSA/Administration and Finance Division

Service Requested: Fee Study Resolution – Public Guardian
Contract Term: N/A Contract/Grant Value: N/A
Compliance with Human Resources requirements? N/A x Yes _____ No: _____
Compliance verified by: _____

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

Approved: X Disapproved: _____ Date: 8/10/16 By:
Approved: _____ Disapproved: _____ Date: _____ By: _____

EL DORADO COUNTY COUNSEL
2016 AUG 10 PM 1:47

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

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

Does not require review by Risk Management.

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

NOTE: Any contract that involves the development, installation, implementation, storing, retrieving, transfer, or sending of electronic information, the acquisition of software or computer related items, or any other service/item that may be IT related, especially those that involve computers and telecommunications, must be approved by IT before submission to Counsel. This also applies to any other contract that requires approval from another department.

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

8/10/16
CFO Review Date

8/10/16
Deputy Director, Administration and Contracts Date