

CONTRACT ROUTING SHEET

Date Prepared: 9/18/2013

Need Date: 9/24/2013

PROCESSING DEPARTMENT:

Department: CAO-Economic Development
Dept. Contact: Megan Arevalo
Phone #: 621-5147
Department
Head Signature: *Kimberly A. Heu*

CONTRACTOR:

Name: El Dorado Hills Chamber of Commerce
Address: 2805 Vine St, Ste 105
El Dorado Hills, CA 95762
Phone: _____

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CONTRACTING DEPARTMENT: CAO - Economic Development

Service Requested: Contract approval - Agreement #247-F1111, AMD II
Contract Term: 10/1/2013 - 6/30/2014 Contract Value: \$98,211.77

NTE \$411,293.95

Compliance with Human Resources requirements? Yes: N/A No: N/A

Compliance verified by: _____

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

Approved: Disapproved: _____ Date: 9/23/2013 By: J. San Pedro
Approved: _____ Disapproved: _____ Date: _____ By: _____

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PLEASE FORWARD TO RISK MANAGEMENT. THANKS!

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

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

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need ins. info/papers. done 9/24

- primary, non contributory endorsement *1077*
- proof of auto insurance.

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

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