

Counsel please include this information in your billing description.	>	-16-54577	Legistar #: 16-1177	P&C #: 423-O1711
	>	Index Code: 306500	Project #: 25000A	Charge To #: 25000A
	>	Project Description: Equipment Rentals		
	>	Description:		

## CONTRACT ROUTING SHEET

**PROCESSING DEPARTMENT:**

Department: Community Development Agency  
 Division: Administration and Finance  
 Dept Contact: Kady Leitner  
 Phone: x5150  
 Authorized Signature: Michele Weimer

Michele Weimer  
 Administrative Services Officer  
 Contracts & Procurement Unit

**CONTRACTOR:**

Name: Holt of California  
 Address: 7310 Pacific Avenue  
 Pleasant Grove, CA 95668  
 Phone: (209) 946-6525

**CONTRACTING DEPT: CDA**

Service Requested: Review & Approve  
 Contract Term: **3 Years**  
 Contract/Amendment Amount: **\$100,000.00**

Date Submitted:  
 Date Needed:  
 Funding Sources: General Department (Road Fund)

Compliance with Human Resources Requirements: Yes: X No: \_\_\_\_\_  
 Compliance verified by: **Contract Notification Sent:** \_\_\_\_\_ **HR Response Received:** \_\_\_\_\_  
**Ok Per: N/A-Rental Agmt**

**COUNTY COUNSEL:** (must approve all contracts and MOUs)

Approved: X Disapproved: \_\_\_\_\_ Date: 2/10/17 By: Bre Moebius  
 Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

EL DORADO COUNTY COUNSEL  
2017 FEB 10 PM 1:50

*Please see edits on draft.*

*Changes made as noted 2/10/17  
Kady*

**Please forward to Risk Management upon approval.**

**RISK MANAGEMENT:** (All contracts and MOUs except boilerplate grant funding agreements)

Approved: ✓ Disapproved: \_\_\_\_\_ Date: 2-14-17 By: [Signature]  
 Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

AM8:31 HR/RM FEB 14 '17

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

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