

CONTRACT ROUTING SHEET

Date Prepared: 03-28-2018 04-09-2018

Need Date: 04-23-2018

PROCESSING DEPARTMENT:

Department: Health & Human Svcs Agency
Dept. Contact: Zhana Mc Cullough
Phone #: X 7154
Department
Head Signature: Patricia Charles-Heathers
Patricia Charles-Heathers, Ph.D., MPA, Director

CONTRACTOR:

Name: 2018 Resolution
Address: Public Housing Authority
Phone:

CONTRACTING DEPARTMENT: Health and Human Services Agency

Service Requested: Certifications and resolution for Public Housing Authority annual plan update.
Contract Term: 01/01/2018 – 12/31/2018 Contract/Grant Value: \$0
Compliance with Human Resources requirements? N/A X Yes No:
Compliance verified by: Certifications and Resolution

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

Approved: [check] Disapproved: Date: 4/19/2018 By: K. Markham
Approved: Disapproved: Date: By:

*Certifications as to form only
Resolution only. No review of List of Revisions*

EL PASO COUNTY COUNSEL
APR - 9 AM

Please contact Zhana Mc Cullough, x 7154, with questions or for contract packet pick-up. Thank you!

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

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

Do not send to Risk.
Does not require Risk's review/approval.

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:

[Signature] 4/6/18
Chief Fiscal Officer Date

[Signature] 4/13/18
Deputy Director, Administration and Contracts Date

A/P or A/R Mgr Approval: [Signature] 4/15/18
Initials/Date

Contracts ASO Approval: [Signature] 3/30/18
Initials/Date