


# CONTRACT ROUTING SHEET

Date Prepared: December 1, 2010

Need Date: December 6, 2010

**PROCESSING DEPARTMENT:**

Department: HR/Risk  
Dept. Contact: Janet Parnell  
Phone #: X6625  
Department  
Head Signature: 

**CONTRACTOR:**

Name: George Hills Company, Inc.  
Address: 3043 Gold Canal Dr., Ste. 200  
Rancho Cordova, CA 95670  
Phone: \_\_\_\_\_

**CONTRACTING DEPARTMENT:** Human Resources/ Risk Management Division


Service Requested: General Liability Claims Administration

Contract Term: Jan. 1, 2011 – Dec. 31, 2015 Contract Value: \$782,880.00

Compliance with Human Resources requirements? Yes: x No: \_\_\_\_\_


Compliance verified by: 

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

Approved:  Disapproved: \_\_\_\_\_ Date: 12/2/10 By:   
Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

PLEASE FORWARD TO RISK MANAGEMENT. THANKS!

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

Approved:  Disapproved: \_\_\_\_\_ Date: 12/2/10 By:   
Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

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

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