

# CONTRACT ROUTING SHEET

Date Prepared: May 9, 2012

Need Date: May 17, 2012

**PROCESSING DEPARTMENT:**

Department: Environmental Management  
Dept. Contact: Laura Douglass  
Phone #: 530.621.6664  
Department  
Head Signature: *Jenna Jilka*

**CONTRACTOR:**

Name: The Clean Tahoe Program  
Address: 921 Eloise Avenue, Unit B  
South Lake Tahoe, CA 95610  
Phone: 530.544.4210

**CONTRACTING DEPARTMENT:** 42 - Environmental Management

Service Requested: Clean Tahoe Funding Agreement  
Contract Term: 3 Years Contract Value: \_\_\_\_\_  
Compliance with Human Resources requirements? Yes: \_\_\_\_\_ No: \_\_\_\_\_  
Compliance verified by: \_\_\_\_\_

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

Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_  
Approved: cond't Disapproved: \_\_\_\_\_ Date: 5/14/12 By: *[Signature]*

Cond't approval w/HR approval and proposed revisions

Risk: Works' Comp Insur. is missing

PLEASE FORWARD TO RISK MANAGEMENT. THANKS!

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

Approved: ✓ Disapproved: \_\_\_\_\_ Date: 5.18.12 By: *[Signature]*  
Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

**RISK MANAGER**  
**EL DORADO COUNTY**

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

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

EL DORADO COUNTY COUNSEL  
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HUMAN RESOURCES DEPT.  
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