

CONTRACT ROUTING SHEET

Date Prepared: 06/04/14

Need Date: 06/30/14

PROCESSING DEPARTMENT:

Department: Sheriff's Office
Dept. Contact: Tania Donnelly
621-6636

CONTRACTOR:

Name: City of South Lake Tahoe
Address: _____
Phone: _____

Department Head Signature: *John D. Valle* 6-11-14

CONTRACTING DEPARTMENT: Sheriff

Service Requested: Reimbursement for Homeland Security Grant Training
Contract Term: 7/1/14 - 8/1/14 Contract Value: \$11,660
Compliance with Human Resources requirements? Yes: _____ No: N/A
Compliance verified by: _____

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

Approved: Disapproved: _____ Date: 6/30/14 By: *Justitha Kim*
Approved: Disapproved: _____ Date: 1/7/15 By: *Justitha Kim*

It is our understanding that the dept has spoken to Homeland Security Grant Section Chief Ursula Harrelson 12/19/14 who proposed ~~two~~ options. Option 2) Proceed with processing the reimbursement agreement as planned, but note and acknowledge in the Grant file that the reimbursement to SLT PD is being processed on an expired agreement, and that a conversation was had with the section Chief - Ursula Harrelson on Dec 19, 2014 and that efforts will be made to avoid this situation in the future. " Since the Grant award Fact Sheet indicates that the Grant consists of "this title page, the application for the grant... and the Assurances / Certifications which are being submitted" Invoice sent

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

Approved: audit Disapproved: _____ Date: 7/1/14 By: *Greg*
Approved: _____ Disapproved: _____ Date: _____ By: _____

Governmental Agency Self Insurance
Per contract vendor (city) must provide evidence of self-ins or proof of ins. within 30 days of effective date of agreement

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

Departments: _____
Approved: _____ Disapproved: _____ Date: _____ By: *City of SLT after*
Approved: _____ Disapproved: _____ Date: _____ By: *Aug. 1, 14*

Name of N. Santiago must be changed on Reimbursement Agreement to new chair B. Veeramp. Recommend that you review assurances # 10 and 11. Grant documents you have provided to date do not prohibit your proposal but please check all documents related to grant requirements too. The indemnification you should cover any potential problems in the event a potential federal audit identifies a problem.