

# CONTRACT ROUTING SHEET

**PROCESSING DEPARTMENT:**

Department: Transportation  
Dept. Contact: Janel Gifford  
Phone: x5974  
Department Head  
Signature: *Janel Gifford*  
Janel Gifford  
Office Engineer/Contract Services Unit

**CONTRACTOR:**

Name: Five Star Automotive  
Address: 2119 Ruth Avenue  
South Lake Tahoe, CA 96150  
Phone: (530) 541-2077

**CONTRACTING DEPARTMENT:** Transportation

Service Requested: Automotive Repair & Maintenance Services

Contract Term: One Year Contract Amount: \$150,000

Compliance with Human Resources Requirements? Yes: X No:       

Compliance verified by: Contract Notification Sent 01/19/11; HR Response Received 01/21/11;  
OK per Mike Stella.

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

Approved:  Disapproved:        Date: 1/30/11 By: *Lush Bok*  
Approved:        Disapproved:        Date:        By:       

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

Index Code: <u>307220</u>	User Code: <u>No Charge</u>
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**RISK MANAGEMENT:** (All contracts and MOUs except boilerplate grant funding agreements)

Approved:  Disapproved:        Date: 2/1/11 By: *M. Sp.*  
Approved:        Disapproved:        Date:        By:       

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

Department(s):         
Approved:        Disapproved:        Date:        By:         
Approved:        Disapproved:        Date:        By: