

# AGREEMENT CONTRACT ROUTING SHEET

**Date Prepared:** 09/03/2024

**Need Date:** 09/09/2024

**PROCESSING DEPARTMENT:**

Department: CAO Fiscal for District Attorney  
Dept. Contact: Justene Cline  
Phone: 530-621-5640  
Department Head Signature: Kerri Williams-Horn  
Digitally signed by Kerri Williams-Horn  
Date: 2024.09.03 14:07:56 -07'00'  
Kerri Williams-Horn  
Agency Chief Fiscal Officer

**CONTRACTOR:**

Name: California Governor's Office of Emergency Services  
Address: 3650 Schriever Avenue  
Mather, CA 95655  
Phone: 916-845-8451  
Org Code: 2200000  
Project #  
(if applicable): 22VICWIT  
Funding Source: CalOES VOCA/VWA0/VCGF Funding

**CONTRACTING DEPARTMENT:** District Attorney

Service Requested: Review resolution as it pertains to CalOES grants and draft delegation memo.

Description: Resolution to designate the District Attorney, or his designee, as the CalOES grants Authorized Agent.

Contract Term: 10/1/24-9/30/25 Contract Value: \$ 475,787.00

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

Approved:  Disapproved:  Date: 09/05/2024 By: Roger A. Runkle  
Approved:  Disapproved:  Date: \_\_\_\_\_ By: \_\_\_\_\_  
Digitally signed by Roger A. Runkle  
Date: 2024.09.05 14:16:45 -07'00'

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**HR APPROVAL:** WILL BE REVIEWED THROUGH WORKFLOW

**RISK MANAGEMENT:** WILL BE REVIEWED THROUGH WORKFLOW

**PLEASE EMAIL SIGNED DOCUMENT TO:** justene.cline@edcgov.us

**Thank you!**