

# CONTRACT ROUTING SHEET

Date Prepared: July 30, 2014

Need Date: ASAP

**PROCESSING DEPARTMENT:**

Department: Procurement & Contracts  
Dept. Contact: Ashley Boyd  
Phone #: x5804  
Department: \_\_\_\_\_  
Head Signature: [Signature]

**CONTRACTOR:**

Name: Kramer Workplace Investigations  
Address: 125 Railroad Ave., Suite 201  
Danville, CA 94526  
Phone: 925-788-6438

**CONTRACTING DEPARTMENT:** Human Resources

Service Requested: Investigative and other specialized personnel services.

Contract Term: Three (3) Years Contract Value: \$100,000.00

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

Compliance verified by: REQUESTED 7/30/14 APPROVED 8/11/14 - JUDE ENGEL

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

Approved: ✓ Disapproved: \_\_\_\_\_ Date: 8/4/14 By: [Signature]  
Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

EL DORADO COUNTY COUNSEL  
JUL 31 4 08 PM '14

PLEASE FORWARD TO RISK MANAGEMENT. THANKS!

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

Approved: ✓ Disapproved: \_\_\_\_\_ Date: 8/5/14 By: [Signature]  
Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

RECEIVED  
HUMAN RESOURCES DEPT.  
AUG - 5 PM 2:31

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

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