Counsel please include this information in your billing description.	>	-13-53722	Legistar #: **13-0677**	P&C #: **N/A**
	>	Index Code: **305100**	Project #: **71328**	Charge To #: **71328 AAPO02**
	>	Project Description:	Assignment and Assumption of Plans and Specifications - West Valley, LLC & Mark Thomas & Company, Inc.	

CONTRACT ROUTING SHEET

PROCESSING DEPARTMENT:

Department: Department of Transportation

Dept Contact: adam bane

Phone: x5983

Authorized Signature: Janel Gifford

Janel Gifford, P.E.
Office Engineer

CONTRACTOR:

Name: West Valley, LLC

Address:

Phone:

CONTRACTING DEPT: Transportation

Service Requested: Review & Approve

Contract Term:

Contract/Amendment Amount: _____

Compliance with Human Resources Requirements: Yes: X No: _____

Compliance verified by: **Contract Notification Sent:** _____ **HR Response Received:** _____

Ok Per: N/A assignment & assumption

COUNTY COUNSEL: (must approve all contracts and MOUs)

Approved: _____ Disapproved: _____ Date: _____ By: _____

Approved: _____ Disapproved: _____ Date: _____ By: _____

Please forward to Risk Management upon approval.

RISK MANAGEMENT: (All contracts and MOUs except boilerplate grant funding agreements

Approved: _____ Disapproved: _____ Date: _____ By: _____

Approved: _____ Disapproved: _____ Date: _____ By: _____

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

Approved: _____ Disapproved: _____ Date: _____ By: _____

Approved: _____ Disapproved: _____ Date: _____ By: _____