

Contract #: Senior Day Care Resolution

Index Code: 531160

# CONTRACT ROUTING SHEET

Date Prepared: 7/12/13

Need Date: PLEASE RUSH - ASAP

### PROCESSING DEPARTMENT:

Department: HHSA/CS

Dept. Contact: Amy Higdon

Phone #: x4836

Department

Head Signature: *Jan Walker-Conroy*  
Jan Walker-Conroy, Interim Director

### CONTRACTOR:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

### CONTRACTING DEPARTMENT: Health and Human Services Agency/CS

Service Requested: Resolution for EDH Senior Day Care Licensing Application to CDSS

Contract Term: \_\_\_\_\_ Contract/Grant Value: \_\_\_\_\_

Compliance with Human Resources requirements? N/A \_\_\_\_\_ Yes \_\_\_\_\_ No: \_\_\_\_\_

Compliance verified by: \_\_\_\_\_

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

Approved: Conditional Disapproved: ~~\_\_\_\_\_~~ Date: 7/18/2013 By: *K. Williams*

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

*Hold until:*

1) This needs to go back to BOS for formal approval of the satellite Senior Day Care Center & approval of funding.

2) This requires CEQA analysis -  
Per County Counsel prior CEQA analysis is adequate, 7/31/13 #1

EL PASO COUNTY COUNSEL  
JUL 15 PM 4:03

PLEASE FORWARD TO RISK MANAGEMENT. THANK YOU!

### RISK MANAGEMENT: (All contracts and MOU's 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).

NOTE: All contracts that involve the acquisition of software or computer related items must be first approved by IT.

Any contract that requires approval from another department must also be first approved by the other department.

Departments: \_\_\_\_\_

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

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