

CONTRACT ROUTING SHEET

Date Prepared: 02/25/09

Need Date: 03/11/09

PROCESSING DEPARTMENT:

Department: Human Resources
Dept. Contact: Donna Mullens
Phone #: X6060
Department
Head Signature: *Judith Kerr*

CONTRACTOR:

Name: Meyers, Nave, Riback, Silver
Address: 555 12th Street, Ste 1500
Oakland, CA 94607
Phone: (510) 808-2119

CONTRACTING DEPARTMENT: Human Resources

Service Requested: Legal Service for the purpose of advising and assisting Civil Service Comm
Contract Term: Two Years Contract Value: \$25,000.00
Compliance with Human Resources requirements? Yes: X No:
Compliance verified by: Judith Kerr

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

Approved: *[check]* Disapproved: Date: 3/3/09 By: *[Signature]*
Approved: Disapproved: Date: By:

PLEASE FORWARD TO RISK MANAGEMENT. THANKS!

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

Approved: *[check]* Disapproved: Date: 3/5/09 By: *[Signature]*
Approved: Disapproved: Date: By:

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HUMAN RESOURCES DEPT
MAR -5 AM 9:27

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

Departments:
Approved: Disapproved: Date: By:
Approved: Disapproved: Date: By: