

CONTRACT ROUTING SHEET

Date Prepared: 5/23/13

Need Date: _____

PROCESSING DEPARTMENT:

Department: CAO

Dept. Contact: Sue Hennike

Phone #: 5577

Department: _____

Authorization: [Signature]

CONTRACTOR:

Name: Assembly Committee on Rules

Address: 1020 N Street

Sacramento, CA 95814

Phone: _____

CONTRACTING DEPARTMENT: CAO - Facilities

Service Requested: Lease of office space to Assemblyman Bigelow's Staff

Contract Term: Perpetual Contract Value: \$0

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

Compliance verified by: _____

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

Approved: ✓ Disapproved: _____ Date: 5/31/2013 By: [Signature]

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

RECEIVED
COLORADO COUNTY COUNSEL
2013 MAY 28 AM 11:30

RISK MANAGEMENT:

Approved: ✓ Disapproved: _____ Date: 6/3/13 By: [Signature]

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

RECEIVED
HUMAN RESOURCES DEPT.
18 MAY 31 PM 3:09