

# CONTRACT ROUTING SHEET

**PROCESSING DEPARTMENT:**

Department: Transportation  
 Dept. Contact: Janel Gifford  
 Phone: X5974  
 Department Head  
 Signature: *Janel Gifford* Routing Only  
 Janel Gifford  
 Office Engineer/Contract Services Unit

**CONTRACTOR:**

Name: Dept. of Transportation  
Aviation  
 Address: P.O. Box 85  
Placerville, CA 95667  
 Phone: \_\_\_\_\_

**CONTRACTING DEPARTMENT:** Transportation

Service Requested: Airport Ground Lease For Portable Hangars

Contract Term: Ten Years Contract Amount: \$720.00

Compliance with Human Resources Requirements? Yes: X No: \_\_\_\_\_

Compliance verified by: NA Lease Agreement

**COUNTY COUNSEL:** (must approve all contracts and MOUs)

Approved: ✓ Disapproved: \_\_\_\_\_ Date: 7/27/11 By: D. LIVINGSTON  
 Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

**Please forward to Risk Management upon approval.**

Index Code: <u>307131</u>	User Code: <u>93101 A</u>
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**RISK MANAGEMENT:** (All contracts and MOUs except boilerplate grant funding agreements)

Approved: ✓ Disapproved: \_\_\_\_\_ Date: 7/27/11 By: *M. Sp...*  
 Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

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

Department(s): \_\_\_\_\_  
 Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_  
 Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_