

Rush-Review

AGREEMENT CONTRACT ROUTING SHEET

Date Prepared: 06/21/2023

Need Date: 07/05/2023

PROCESSING DEPARTMENT:

CONTRACTOR:

Department: CAO-Procurement and Contracts

Name: Tahoe Fund

Dept. Contact: Annika Andersson

Address: P.O. Box 7124

Phone: _____

Tahoe City, California 96145

Department Head Signature: Jon Manning Digitally signed by Jon Manning
Date: 2023.04.24 10:54:40
-07'00'

Phone: 775-338-1668

Jon Manning, CPPB
Administrative Analyst Supervisor

Org Code: 3740000

Project # _____
(if applicable): _____

Funding Source: Transient Occupancy Tax (TOT)

CONTRACTING DEPARTMENT: Non-Departmental

Service Requested: Review and Approve

Description: Take Care Billboard Campaign (Summer and Winter)

Contract Term: One (1) Years Upon Execution Contract Value: \$ 10,000.00

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

Approved: Disapproved: Date: 06/21/2023 By: Jefferson Billingsley Digitally signed by Jefferson Billingsley
Date: 2023.06.21 10:42:26 -07'00'

Approved: Disapproved: Date: _____ By: _____

HR APPROVAL: WILL BE REVIEWED THROUGH WORKFLOW

RISK MANAGEMENT: WILL BE REVIEWED THROUGH WORKFLOW

PLEASE EMAIL SIGNED DOCUMENT TO: annika.andersson@edcgov.us

Thank you!