

# CONTRACT ROUTING SHEET

Date Prepared: March 15, 2013

Need Date: March 29, 2013

**PROCESSING DEPARTMENT:**

Department: Procurement & Contracts  
Dept. Contact: Linda Silacci-Smith *JS*  
Phone #: x5417  
Department Head Signature: *[Signature]*

**CONTRACTOR:**

Broadway Plaza  
Name: c/o Judith E. Puthuff  
Address: 13001 Saratoga Sunnyvale Rd.  
Saratoga, CA 95070  
Phone: \_\_\_\_\_

**CONTRACTING DEPARTMENT:** CAO – Facilities

Service Requested: Lease Agreement Amendment for 1327 & 1337 Broadway (Sheriff)  
Contract Term: 2 Year Extension Contract Value: \$202,756.80  
Compliance with Human Resources requirements? Yes: \_\_\_\_\_ No: \_\_\_\_\_  
Compliance verified by: \_\_\_\_\_

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

Approved:  Disapproved: \_\_\_\_\_ Date: 3/26/2013 By: J. Sanfey  
Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

*Please make minor corrections noted.*

*3/28 - changes incorporated - JS*

EL DORADO COUNTY COUNSEL  
2013 MAR 18 AM 10:47

PLEASE FORWARD TO RISK MANAGEMENT. THANKS!

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

Approved:  Disapproved: \_\_\_\_\_ Date: 3/27/2013 By: Adams  
Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

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HUMAN RESOURCES DEPT.  
MAR 26 PM 4:28

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

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