

Agreement # 2008

Legistar # 20-0682 20-0878

# AGREEMENT CONTRACT ROUTING SHEET

Date Prepared: 06/15/2020

Need Date: 06/29/2020

**PROCESSING DEPARTMENT:**

Department: Procurement and Contracts  
Dept. Contact: Tara Baird  
Phone: X5911  
Department Head Signature: S. R. Ewert  
Digitally signed by S. R. Ewert  
Date: 2020.06.15 12:25:29  
-0700'  
Sandy Ewert  
Administrative Analyst Supervisor

**CONTRACTOR:**

Name: Jacob Parsons  
Address: 2801 Telemark Court  
Placerville, California 95667  
Phone: 530-362-0939  
Org Code: 3540410  
Project #  
(if applicable): 35400020 35ADM  
Funding Source: \_\_\_\_\_

**CONTRACTING DEPARTMENT:** Administration and Finance / Airport Operations

Service Requested: Review and Approve

Description: Placerville Airport Ground Lease for a Twin "T" Hangar Utilizing 1,086 Square Feet

Contract Term: 10-yr w/two 10-yr lease options Contract Value: \$ 10,680.00

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

Approved:  Disapproved:  Date: 06/16/2020 By: Daniel Vandekoolwyk  
Approved:  Disapproved:  Date: \_\_\_\_\_ By: \_\_\_\_\_  
Digitally signed by Daniel Vandekoolwyk  
Date: 2020.06.16 12:50:50 -0700'

HR APPROVAL: WILL BE REVIEWED THROUGH WORKFLOW

RISK MANAGEMENT: ~~WILL BE REVIEWED THROUGH WORKFLOW~~ *See attached email*

PLEASE EMAIL FOR PICK-UP [cao-contracts-newrequests@edcgov.us](mailto:cao-contracts-newrequests@edcgov.us) Thank you!



Lauri Stutts &lt;lauri.stutts@edcgov.us&gt;

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**Re: Airport Hangar Insurance Documentation / Jacob Parsons - Placerville Airport Hangar Space TP-13**

1 message

**Robert Schroeder** <robert.schroeder@edcgov.us>

Thu, May 21, 2020 at 8:55 PM

To: Lauri Stutts &lt;lauri.stutts@edcgov.us&gt;

Cc: HR-Risk-Management-m &lt;riskmanagement@edcgov.us&gt;, Creighton Avila &lt;creighton.avila@edcgov.us&gt;, Sherrie Busby &lt;sherrie.busby@edcgov.us&gt;

Thank you Lauri. It appears everything is in order and they are good to go! Nice job and thank you for your work on this.  
Rob

Respectfully,

Robert Schroeder

County of El Dorado  
Risk Management  
330 Fair Lane, Placerville, CA 95667  
530-621-6520

On Wed, May 20, 2020 at 7:04 PM Lauri Stutts &lt;lauri.stutts@edcgov.us&gt; wrote:

Hello Rob,

I'm pleased to provide the insurance documentation for Jacob Parsons, private owner of an aircraft hangar located on TP-13 at the Placerville Airport.

I've also included two emails from Mr. Parsons which addresses (1) the USAA practice of using his full name as the named insured per his military service, and (2) the 10-day prior notice of cancellation support documentation (I've also included master policy pages received from another USAA hangar owner, John Montorello, which provides the actual number of days for this provision).

Please let me know if anything further is needed.

Thank you ... hope all is well!

Lauri

**Lauri Stutts**  
Administrative Technician

**County of El Dorado**  
Chief Administrative Office  
Division of Airports and Cemeteries  
2850 Fairlane Court  
Placerville CA 95667  
(530) 621-7593 / FAX (530) 626-0387  
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