

# AGREEMENT CONTRACT ROUTING SHEET

Date Prepared: 10/12/2021

Need Date: 10/19/2021

**PROCESSING DEPARTMENT:**

**CONTRACTOR:**

Department: CAO - Procurement & Contracts

Name: Eric S. Hill dba Hilltop Tree Service

Dept. Contact: Kristen Germond

Address: 2561 Hoot owl Ravine Road

Phone: x5974

Placerville, California 95667

Department Head Signature: Jon Manning Digitally signed by Jon Manning  
Date: 2021.10.12 16:06:45  
-07'00'

Phone: \_\_\_\_\_

Jon Manning, CPPB  
Administrative Analyst Supervisor

Org Code: 0630350

Project # \_\_\_\_\_  
(if applicable): \_\_\_\_\_

Funding Source: \_\_\_\_\_

**CONTRACTING DEPARTMENT:** Countywide

Service Requested: Review & Approve

Description: Agreement for Tree Arborist Services

Contract Term: Three (3) Years Contract Value: \$ 155,000.00

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

Approved:  Disapproved:  Date: 10/13/2021 By: Janeth SanPedro Digitally signed by Janeth SanPedro  
Date: 2021.10.13 11:35:41 -07'00'

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

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**HR APPROVAL:** WILL BE REVIEWED THROUGH WORKFLOW

**RISK MANAGEMENT:** WILL BE REVIEWED THROUGH WORKFLOW

**PLEASE EMAIL DOCUMENT TO [cao-contracts-newrequests@edcgov.us](mailto:cao-contracts-newrequests@edcgov.us)  
UPON COMPLETION  
Thank you!**