

# AGREEMENT CONTRACT ROUTING SHEET

Date Prepared: 01/18/2022

Need Date: 02/01/2022

**PROCESSING DEPARTMENT:**

Department: CAO - Procurement & Contracts  
Dept. Contact: Kristen Germond  
Phone: x5974  
Department Head Signature: Jon Manning Digitally signed by Jon Manning  
Date: 2022.01.13 13:21:39  
-08'00'  
Jon Manning, CPPB  
Administrative Analyst Supervisor

**CONTRACTOR:**

Name: Mason, Bruce & Girard, Inc.  
Address: 707 SW Washington Street, Suite 1300  
Portland, Oregon 97205  
Phone: \_\_\_\_\_  
Org Code: 3600010  
Project # \_\_\_\_\_  
(if applicable): \_\_\_\_\_  
Funding Source: Road Fund (Discretionary), and FEMA Reimbursed Service

**CONTRACTING DEPARTMENT:** Transportation

Service Requested: Review & Approve

Description: Caldor Fire Arborist Services

Contract Term: One (1) Year Contract Value: \$ 278,500.00

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

Approved:  Disapproved:  Date: 01/25/2022 By: Daniel Vandekoolwyk Digitally signed by Daniel Vandekoolwyk  
Date: 2022.01.25 08:26:36 -0800  
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!**