

# CONTRACT ROUTING SHEET

Date Prepared: March 14, 2013

Need Date: March 28, 2013

**PROCESSING DEPARTMENT:**

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

**CONTRACTOR:**

Name: Hangtown Skate Shop  
Address: 2902 Shadow Lane  
Pollock Pines, CA 95726  
Phone: (530) 622-6998

**CONTRACTING DEPARTMENT:** CAO - Facilities

Service Requested: Lease Agreement Amendment for Joe's Skate Park  
Contract Term: 1 Year Extension Contract Value: \$1,170  
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. San Pedro  
Approved:            Disapproved:            Date:            By:           

EL DORADO COUNTY COUNSEL  
2013 MAR 18 AM 11:08

PLEASE FORWARD TO RISK MANAGEMENT. THANKS!

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

Approved: ✓ Disapproved: ✓ Date: 3/21/2013 By: [Signature]  
Approved:            Disapproved:            Date: 4/16/2013 By: [Signature]

EL DORADO COUNTY COUNSEL  
2013 MAR 26 PM 4:28

*additional insured endorsement needed*  
*per the contract - w/c insurance is required?*

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

Departments:             
Approved:            Disapproved:            Date:            By:             
Approved:            Disapproved:            Date:            By: