

## CONTRACT ROUTING SHEET

Date Prepared: February 24, 2015

Need Date: ASAP

### PROCESSING DEPARTMENT:

Department: Procurement & Contracts  
 Dept. Contact: Ashley Boyd  
 Phone #: x5804  
 Department: SSA  
 Head Signature: [Signature]

### CONTRACTOR:

Name: Law Offices of Valentina Reiner  
 Address: 3017 Douglas Blvd., Suite 300  
Roseville, CA 95661  
 Phone: 916-774-7118

### CONTRACTING DEPARTMENT: Human Resources

Service Requested: Personnel Investigation & Consulting Services  
 Contract Term: Three (3) Years Contract Value: \$300,000.00  
 Compliance with Human Resources requirements? Yes: ✓ No:         
 Compliance verified by: APPROVED 2/24/15 - JUDIE EUGEL

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

Approved: ✓ Disapproved:        Date: 2/25/15 By: Judith Ken  
 Approved:        Disapproved:        Date:        By:       

EL DORADO COUNTY COUNSEL  
20 FEB 25 11:15

PLEASE FORWARD TO RISK MANAGEMENT. THANKS!

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

Approved: ✓ Disapproved:        Date: 2/26/15 By: [Signature]  
 Approved:        Disapproved:        Date:        By:       

COMPLIANT IN EBIX

HUMAN RESOURCES DEPT.  
25 FEB 26 AM 10:23

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

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