

Contract #: 243-S1311
Index Code: 530500

CONTRACT ROUTING SHEET

Date Prepared: 11/15/12

Need Date: 11/29/12

PROCESSING DEPARTMENT:

Department: HHSA /SSD

CONTRACTOR:

Name: Pro-Line Cleaning Services, Inc.

Dept. Contact: Heather Longo

Address: 243 Placerville Dr.,

Phone #: X7373

Placerville, CA 95667

Department

Phone: 530/642-8096

Head Signature: Daniel Nielson
Daniel Nielson, M.P.A., Director

CONTRACTING DEPARTMENT: Health and Human Services Agency -

Service Requested: Janitorial Services

Contract Term: Sept. 1, 2012-Aug. 31, 2015

Grant Value: _____

Compliance with Human Resources requirements? Yes 10/15/12 No: _____

Compliance verified by: Mike Stella and Gregory Ramirez

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

Approved: Disapproved: _____ Date: 11/29/12 By: Tim Scob
Approved: _____ Disapproved: _____ Date: _____ By: _____

E. DORRIS COUNTY COURTHOUSE
2012 NOV 20 AM 11:59
2012 NOV 29 PM 2:49

PLEASE FORWARD TO RISK MANAGEMENT. THANKS!

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

Approved: Disapproved: _____ Date: 12/3/2012 By: Adams
Approved: _____ Disapproved: _____ Date: _____ By: _____

 Please contact Heather Longo for pick-up x7373. Thank you.

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

NOTE: All contracts that involve the acquisition of software or computer related items must be approved by IT.

Departments: _____

Approved: _____ Disapproved: _____ Date: _____ By: _____
Approved: _____ Disapproved: _____ Date: _____ By: _____

K. O'Shea 11/15/12
Contracts Review/date

R. Webb 11/19/12
Contracts Mgr Review/date