


Contract #: 011-S1711  
Index Code: 418720

# CONTRACT ROUTING SHEET

Date Prepared: 2/11/16

Need Date: 2/23/16

## PROCESSING DEPARTMENT:

Department: HHSA/Mental Health  
Dept. Contact: Laura K. Walny  
Phone #: Ext. 7118  
Department  
Head Signature:   
Don Ashton, M.P.A., Director

## CONTRACTOR:

Name: Mental Health Management I,  
Inc. dba Canyon Manor  
Address: 653 Canyon Road  
Novato, CA 94948  
Phone:

## CONTRACTING DEPARTMENT: HHSA/Mental Health Division

Service Requested: Residential MH Treatment/MHRC

Contract Term: July 1, 2016 – June 30, 2019

Contract/Grant Value: (\$112,500annual)  
\$337,500 NTE

Compliance with Human Resources requirements? N/A Yes X No:  
Compliance verified by: Misty Garcia approved 1/25/16

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

Approved: X Disapproved: Date: 2/17/16 By: P. J. Harty  
Approved: Disapproved: Date: By:

## PLEASE FORWARD TO RISK MANAGEMENT. THANK YOU!

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

Approved: ✓ Disapproved: Date: 2/25/16 By: E. Harty  
Approved: Disapproved: Date: By:

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

**NOTE:** Any contract that involves the development, installation, implementation, storing, retrieving, transfer, or sending of electronic information, the acquisition of software or computer related items, or any other service/item that may be IT related, especially those that involve computers and telecommunications, must be approved by IT before submission to Counsel. This also applies to any other contract that requires approval from another department.

Departments:

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

Please contact (Laura K. Walny x7118) with questions or for contract packet pick-up. Thank you!

CFO Review

Date

Deputy Director-Administration and Contracts