

# CONTRACT ROUTING SHEET

Date Prepared: 4/12/16

Need Date: ASAP

**PROCESSING DEPARTMENT:**

Department: Sheriff's Office

Dept. Contact: Kelley Golden

Phone #: 530-621-5657

Department Head Signature: *[Signature]*

**CONTRACTOR:**

Name: Vanir Construction Management Inc.

Address: 4540 Duckhorn Drive, Suite 300  
Sacramento, CA 95834

Phone: \_\_\_\_\_

**CONTRACTING DEPARTMENT:** Sheriff's Office

Service Requested: Facility needs assessment for the Placerville and South Lake Tahoe Jails

Contract Term: One year from date of approval Contract Value: \$85,000.00

Compliance with Human Resources requirements? Yes: x No: \_\_\_\_\_

Compliance verified by: Julie Patton- Sr. Human Resources Analyst

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

Approved: ✓ Disapproved: \_\_\_\_\_ Date: 4/19/16 By: *[Signature]*

Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

*We recommend that the contract administrators include all of the services set forth within in the scope (along with any additional services) along with the schedule of fees for those services based on a percentage of the total services as set forth in Article III since the full scope of services and the schedule of fees is not known at that time. This should be completed as part of the single not a condition to proceed.*

APR 13 2016

El Dorado County Counsel  
*[Signature]*

PLEASE FORWARD TO RISK MANAGEMENT. THANKS!

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

Approved: ✓ Disapproved: \_\_\_\_\_ Date: 4-22-16 By: *[Signature]*

Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

EDC HR/RISK

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

Departments: \_\_\_\_\_

Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_