

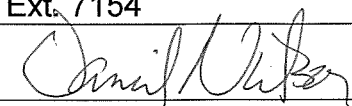
Contract #: resolution  
Index Code: 407300

# CONTRACT ROUTING SHEET

Date Prepared: 01-22-2013

Need Date: 01-24-2013

**PROCESSING DEPARTMENT:**

Department: HHSA/Public Health  
Dept. Contact: Zhana Mc Cullough  
Phone #: Ext. 7154  
Department Head Signature:   
Daniel Nielson, M.P.A., Director

**CONTRACTOR:**

Name: Resolution  
**URGENT**  
Signature authority for  
Tobacco Control Program  
Allocation Agreements, etc.

**CONTRACTING DEPARTMENT:** Health and Human Services Agency/Public Health

Service Requested: Resolution for HHSA Director to sign agreements, financial documents, etc.  
Contract Term: 07/01/2013 – 06/30/2017 Contract/Grant Value: \$600,000  
Compliance with Human Resources requirements? Yes                      No:                       
Compliance verified by: Incoming Funding

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

Approved: ✓ Disapproved:                      Date: 1/23/13 By: Josh Beck  
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: 1/24/2013 By: Adams  
Approved:                      Disapproved:                      Date:                      By:                     

**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 first approved by IT. Any contract that requires approval from another department must also be first approved by the other department.

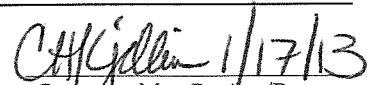
Departments:

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

Kristine O'Leary 1/16/13  
PM Review/Date

 1/16/13  
CFO Review/Date

 1/17/13  
Contracts Supe Review/Date

 1/17/13  
Contracts Mgr. Review/Date