CONTRACT TASK ORDER ROUTING SHEET

Date Prepared:	12/28/2018	Need Date:	01/04/2019
PROCESSING DEPARTMENT:		CONTRACTOR:	
Department: Dept. Contact: Phone: Department Head Signature:	Community Development Services Administration and Finance Kady Leitner X5150 Michele Weimer Procurement & Contracts Manager	Name: Address:	Bender Rosenthal, Inc. 4400 Auburn Boulevard, Suite 102 Sacramento, CA 95841
		Phone: Org Code: Project String (if applicable)	916.978.4900 3610100 g
Service Requeste Description: Va Pa	DEPARTMENT: Department of the decimal	and Other Servi	ces for the Diamond Springs
Approved:	SEL: (Please Return to CDS – F Disapproved: Disapproved:		
RISK MANAGEM Approved:	Disapproved:	_ Date:	ot boilerplate grant funding contracts)
Approved:Ebix Compliant #	Disapproved:#853 – Currently in Compliance	_ Date:	By: R ₁
Departments:	/AL: (Specify department(s) par		
Approved:	Disapproved: Disapproved:	_ Date: _ Date:	By: By:

PLEASE EMAIL FOR PICK-UP cda-csu@edcgov.us Thank you!