## NEW AGREEMENT CONTRACT ROUTING SHEET

Date Prepared:	04/22/2019	Need Date:	04/30/2019
PROCESSING DEPARTMENT: CONTRACTOR:			
Department:	CAO – Parks Division	Name:	Helix Environmental Planning
Dept. Contact:	Chelsea Edman	Address:	590 Menlo Dr, Suite 5
Phone:	530,621.6060	7,00,000	Rocklin, CA 95765
Department		Phone:	916.435.1202
Head Signature:	4		
		Org Code:	0620200
CONTRACTING DEPARTMENT: Chief Administrative Office – Parks Division			
Service Requested: Contractor will analyze the mitigation requirements for California Environmental			
Quality Act (CEQA), provide site assessment and analysis and finalize a			
concept plan for a Bike Park.			
Contract Term: _	Two Years	Contract Value:	\$92,267
COUNTY COUNSEL: (Must approve all contracts and MOU's)  Approved: Disapproved: Date: By:  Disapproved: Disapproved: Date: By:			
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HR APPROVAL: WILL BE REVIEWED THROUGH WORKFLOW			

RISK MANAGEMENT: WILL BE REVIEWED THROUGH WORKFLOW