

# AGREEMENT CONTRACT ROUTING SHEET

*RUSH*

Date Prepared: 11/20/19

Need Date: 12/3/19

**PROCESSING DEPARTMENT:**

**CONTRACTOR:**

Department: CAO/Procurement and Contracts  
Dept. Contact: Tyler Prince  
Phone: X6438  
Department  
Head Signature: S. R. Ewert  
Sandy Ewert  
Administrative Analyst Supervisor

Name: Kenneth Cater  
Address: 3212 Wilkinson Road  
Cameron Park, CA 95682  
Phone: 530-208-7776

Org Code: 0800000

Project String  
(if applicable): \_\_\_\_\_

Funding Source: \_\_\_\_\_

**CONTRACTING DEPARTMENT:** Human Resources

Service Requested: Review and Approve

Description: Layoff Arbitration Panel Services

Contract Term: Execution-12/31/2019

Contract Value: \$300.00

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

Approved:  Disapproved: \_\_\_\_\_ Date: 12/3/19 By: Tyler Prince  
Approved:  Disapproved: \_\_\_\_\_ Date: 1-2-20 By: [Signature]

*Approved with condition that effective date be on or before 11/28/19*

*Approved End Date 12-25-19*

**HR APPROVAL:** WILL BE REVIEWED THROUGH WORKFLOW

**RISK MANAGEMENT:** WILL BE REVIEWED THROUGH WORKFLOW

**PLEASE EMAIL FOR PICK-UP [cao-contracts-newrequests@edcgov.us](mailto:cao-contracts-newrequests@edcgov.us) . Thank you!**

EDC COUNTY COUNSEL  
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