

## AGREEMENT CONTRACT ROUTING SHEET

Date Prepared: 12/11/19

Need Date: 12/27/19

**PROCESSING DEPARTMENT:**

Department: Procurement & Contracts  
Dept. Contact: Matthew Potter  
Phone: X5417  
Department Head Signature: S. R. Ewert  
Sandy Ewert  
Administrative Analyst Supervisor

**CONTRACTOR:**

Name: Pro-Line Cleaning Services, Inc.  
Address: 6100 Enterprise Drive, Suite G  
Diamond Springs, CA 95619  
Phone: 530.642.8096  
Org Code: 3600010  
Project String  
(if applicable): \_\_\_\_\_

Funding Source: Road Fund

**CONTRACTING DEPARTMENT:** Department of Transportation

Service Requested: Review & Approve

Description: Janitorial Services – Department of Transportation Headington Road Facilities

Contract Term: 3 years Contract Value: \$95,000

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

Approved:  Disapproved:  Date: 1/6/2020 By: [Signature]  
Approved:  Disapproved:  Date: \_\_\_\_\_ By: \_\_\_\_\_

With edits as noted. incorporated into final draft 1.7.20 [Signature]

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EDC COUNTY COUNSEL  
2019 DEC 11 PM 1:00

**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!