

REVIEW AND APPROVAL REQUESTED FOR:

☐ Contract ☒ Amendment ☐ Resolution ☐ Ordinance ☐ Policy ☐ Other

**County Counsel
REVIEW ROUTING SHEET**

Date Prepared: 7/8/25Need Date: 7/15/25**PROCESSING DEPARTMENT**

Department: CAO - P&C
Dept Contact: Ross Garner
Phone: 707-530-621-6539
Dept. Signature: Tyler Prince Digitally signed by Tyler Prince
Date: 2025.07.03 16:18:47 -07'00'
Title: Sr Admin Analyst

Org Code: 0640400
Funding Source: general
PL String: _____
Legistar #: 25-1210

CONTRACT INFORMATIONCONTRACT #: 9603CONTRACT AMENDMENT #: 1

Contracting Department: CAO - Facilities
Contractor/Vendor Name: Encore One, L.L.C. dba Spencer Building Maintenance
Contract Term: to 6/30/28 as amende Contract Value: \$1,926,361.36

Note - HR & RISK review will take place during Fenix Contract workflow - amendments see below.

ORDINANCE/RESOLUTION/POLICY INFORMATION

TITLE / SUBJECT: _____
NUMBER (If Assigned): _____

DESCRIPTION AND ADDITIONAL NOTES FOR COUNTY COUNSEL

Routine and As-Needed Janitorial Services
Review and Approve

COUNTY COUNSEL

Approved ☒ Disapproved ☐ Date: 7/14/25 By: Ted Wood Digitally signed by Ted Wood
Date: 2025.07.14 10:31:36 -07'00'
Approved ☐ Disapproved ☐ Date: _____ By: _____

COMMENTS Approved as to form with minor edits - TDW
edits incorporated as they were just to confirm we are going to BOS - Ross

CONTRACT AMENDMENT ONLY**HR APPROVAL**

Compliance with Human Resources requirements? Yes: ☒ No: ☐
Compliance verified by: Misty Garcia Digitally signed by Misty Garcia
Date: 2025.07.15 09:07:02 -07'00'

RISK APPROVAL

Approved ☒ Disapproved ☐ Date: 7/14/25 By: Karen M. Bianchini Digitally signed by Karen M. Bianchini
Date: 2025.07.14 15:52:36 -07'00'
Approved ☐ Disapproved ☐ Date: _____ By: _____

COMMENTS _____