

# CONTRACT AMENDMENT ROUTING SHEET

Date Prepared: \_\_\_\_\_

Need Date: \_\_\_\_\_

### PROCESSING DEPARTMENT:

### CONTRACTOR:

Department: Chief Administrative Office  
 Dept. Contact: Kristen Germond  
 Phone: X5974  
 Department  
 Head Signature: S. R. Ewert  
Sandy Ewert  
 Senior Department Analyst  
 Procurement & Contracts

Name: Helix Environmental Planning, Inc.  
 Address: 7578 El Cajon Blvd  
La Mesa, CA 95765  
 Phone: \_\_\_\_\_  
 Org Code: 0620200  
 Project String  
 (if applicable): \_\_\_\_\_

**CONTRACTING DEPARTMENT:** Chief Administrative Office, Parks Division

Service Requested: Review & Approve

Description: Consulting services for the permitting of the SPTC EDC natural trail.

Contract Term: 2 years Contract Value: \$70,932

### COUNTY COUNSEL: (must approve all contracts and MOU's)

Approved:  Disapproved: \_\_\_\_\_ Date: 4/26/19 By: [Signature]  
 Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

2019 APR 26 7 01 EL DORADO COUNTY COUNSEL

**COUNSEL -- PLEASE FORWARD TO HR AND RISK MANAGEMENT -- THANKS!**

### HR APPROVAL:

Compliance with Human Resources requirements? Yes:  No: \_\_\_\_\_  
 Compliance verified by: [Signature] 5/1/19

### RISK MANAGEMENT APPROVAL: (all contracts & MOU's except boilerplate grant funding contracts)

Approved:  Disapproved: \_\_\_\_\_ Date: 4/30/19 By: [Signature]  
 Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

### OTHER APPROVAL: (Specify department(s) participating or directly affected by this contract).

Departments: \_\_\_\_\_  
 Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_  
 Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

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