

# CONTRACT AMENDMENT ROUTING SHEET

Date Prepared: 08/30/2022

Need Date: 09/06/2022

**PROCESSING DEPARTMENT:**

Department: Procurement and Contracts  
Dept. Contact: Matthew Potter  
Phone: X5417  
Department Head Signature: Jon Manning  
Digitally signed by Jon Manning  
Date: 2022.08.30 09:15:48  
+07'00'  
Jon Manning, CPPB  
Administrative Analyst Supervisor

**CONTRACTOR:**

Name: Tailored Training Programs, LLC  
Address: 104 Lockerbie Court  
Pinehurst, NC 28374  
Phone: 910.420.2815  
Org Code: 2200000  
Project String  
(if applicable): \_\_\_\_\_

**CONTRACTING DEPARTMENT:** District Attorney

Service Requested: Review and Approve  
Description: First Amendment to Agreement for Virtual Interrogation Training Services  
Contract Term: 3 years Contract Value: \$93,975 as amended

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

Approved:  Disapproved:  Date: 09/06/2022 By: Roger A. Runkle  
Digitally signed by Roger A. Runkle  
Date: 2022.09.06 09:43:15 -07'00'  
Approved:  Disapproved:  Date: \_\_\_\_\_ By: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

**HR APPROVAL:**

Compliance with Human Resources requirements? Yes:  No:   
Compliance verified by: Sera Salmalyan  
Digitally signed by Sera Salmalyan  
Date: 2022.09.07 09:02:09 -07'00'

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

Approved:  Disapproved:  Date: 09/06/2022 By: Michael Andersen  
Digitally signed by Michael Andersen  
Date: 2022.09.15 15:54:07  
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: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_