

REVIEW AND APPROVAL REQUESTED FOR:

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

**County Counsel
REVIEW ROUTING SHEET**

Date Prepared: 8/12/25Need Date: 8/15/25**PROCESSING DEPARTMENT**Department: CAO-Procurement and CoiDept Contact: Annika AnderssonPhone: X 5911Dept. Signature: Matthew Potter Digitally signed by Matthew Potter
Date: 2025.08.06 08:50:32 -07'00'Title: Sr Admin AnalystOrg Code: 3740000Funding Source: Transient Occupancy Tax (TOT)

PL String: _____

Legistar #: 25-1296**CONTRACT INFORMATION**CONTRACT #: 7140CONTRACT AMENDMENT #: Amd 1Contracting Department: Planning and BuildingContractor/Vendor Name: Helix Environmental PlanningContract Term: Five (5) Years as am Contract Value: \$251,385 as amended*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 COUNSELAs-needed environmental review. First amendment to extend term by 2 years, increase NTE,
add new rate schedule and updated provisions as necessary.**COUNTY COUNSEL**

Approved ☒ Disapproved ☐ Date: 8/13/25
Approved ☐ Disapproved ☐ Date: _____

By: Jefferson Billingsley Digitally signed by Jefferson Billingsley
Date: 2025.08.13 10:10:33 -07'00'
By: _____

COMMENTS* With comments of 8/13/25.Dept will address the price increase on their BOS agenda item per email 8.15.25-AA**CONTRACT AMENDMENT ONLY****HR APPROVAL**

Compliance with Human Resources requirements?

Yes:



No:

Compliance verified by: Lauren MontalvoDigitally signed by Lauren Montalvo
Date: 2025.08.18 09:50:42 -07'00'**RISK APPROVAL**

Approved ☒ Disapproved ☐ Date: 8/15/25
Approved ☐ Disapproved ☐ Date: _____

By: Karen M. Bianchini Digitally signed by Karen M. Bianchini
Date: 2025.08.15 11:50:57 -07'00'
By: _____

COMMENTS