

REVIEW AND APPROVAL REQUESTED FOR:

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

**County Counsel
REVIEW ROUTING SHEET**

Date Prepared: 1/6/26Need Date: 1/7/26**PROCESSING DEPARTMENT**

Department: Human Resources
Dept Contact: Lauren Montalvo
Phone: X7552
Dept. Signature: Joseph Carruesco
Title: HR Director

Org Code: 0800000
Funding Source: TBD
PL String: TBD
Legistar #: Pending

CONTRACT INFORMATION

CONTRACT #: _____

CONTRACT AMENDMENT #: _____

Contracting Department: _____

Contractor/Vendor Name: _____

Contract Term: _____ Contract Value: _____

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

COUNTY COUNSEL

Approved ☒ Disapproved ☐ Date: 1/7/26
Approved ☐ Disapproved ☐ Date: _____

By: Stephen L. Mansell Digitally signed by Stephen L. Mansell
Date: 2026.01.07 10:39:39 -08'00'
By: _____

COMMENTS Aproved as revised.

CONTRACT AMENDMENT ONLY**HR APPROVAL**

Compliance with Human Resources requirements? Yes: ☐ No: ☐
Compliance verified by: _____

RISK APPROVAL

Approved ☐ Disapproved ☐ Date: _____ By: _____
Approved ☐ Disapproved ☐ Date: _____ By: _____

COMMENTS _____