

# CONTRACT AMENDMENT ROUTING SHEET

Date Prepared: 04/19/2024

Need Date: 04/26/2024

**PROCESSING DEPARTMENT:**

Department: Procurement and Contracts  
Dept. Contact: Tyler Prince  
Phone: X6438  
Department Head Signature: Matthew Potter Digitally signed by Matthew Potter  
Date: 2024.04.19 10:48:26 -0700  
Matthew Potter  
Senior Administrative Analyst

**CONTRACTOR:**

Name: Citiguard Inc.  
Address: 22736 Vanowen Street, Suite 300  
West Hills, California 91307  
Phone: 747-277-6767  
Org Code: 0635000  
Project String (if applicable): \_\_\_\_\_

**CONTRACTING DEPARTMENT:** County-Wide

Service Reques Review and Approve  
Description: Second Amendment to Agreement for As-Needed Security Guard Services  
Contract Term: 1 year Contract Value: \$161,635 as amended

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

Approved:  Disapproved:  Date: 04/23/2024 By: Ted Wood Digitally signed by Ted Wood  
Date: 2024.04.23 09:26:53 -0700  
Approved:  Disapproved:  Date: \_\_\_\_\_ By: \_\_\_\_\_  
Approved as to form - TDW

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

**HR APPROVAL:**

Compliance with Human Resources requirements? Yes:  No:   
Compliance verified by: Lauren Montalvo Digitally signed by Lauren Montalvo  
Date: 2024.04.30 09:11:20 -0700

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

Approved:  Disapproved:  Date: 04/30/2024 By: Lawleen K. Green Digitally signed by Lawleen K. Green  
Date: 2024.04.30 08:30:40 -0700  
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: \_\_\_\_\_