

# CONTRACT AMENDMENT ROUTING SHEET

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

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

**PROCESSING DEPARTMENT:**

Department: Procurement & Contracts  
Dept. Contact: Kady Leitner  
Phone: X5150  
Department  
Head Signature: *Michele Weimer*  
Michele Weimer  
Procurement & Contracts  
Manager

**CONTRACTOR:**

Name: C. Toeller Consulting  
Address: 608 Ruscello Court  
El Dorado Hills, CA 95762  
Phone: 916.337.7575  
Org Code: 0640450  
Project String  
(if applicable): \_\_\_\_\_

**CONTRACTING DEPARTMENT:** CAO

Service Requested: Review & Approve  
Description: Project Management Services  
Contract Term: 2 Years 8 Months Contract Value: \$200,000

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

Approved:  Disapproved: \_\_\_\_\_ Date: 3/25/19 By: *hps*  
Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

EL DORADO COUNTY COUNSEL  
2019 MAR 12 PM 2:23

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

**HR APPROVAL:**

Compliance with Human Resources requirements? Yes:  No: \_\_\_\_\_  
Compliance verified by: *mdw* 3/27/19

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

Approved:  Disapproved: \_\_\_\_\_ Date: 3/27/19 By: \_\_\_\_\_  
Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

PM 8:52 HR/RM MAR 26 '19

**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!**