

CONTRACT AMENDMENT ROUTING SHEET

Date Prepared: 09/08/2023

Need Date: 09/15/2023

PROCESSING DEPARTMENT:

Department: CAO-Procurement and Contracts
Dept. Contact: Annika Andersson
Phone: X 5911
Department Head Signature: Jon Manning
Digitally signed by Jon Manning
Date: 2023.08.22 14:08:13
-07'00'
Jon Manning, CPPB
Administrative Analyst Supervisor

CONTRACTOR:

Name: Clearstar, Inc.
Address: 6250 Shiloh Road, Suite 300
Alpharetta, Georgia 30005
Phone: 1-877-275-7099
Org Code: 0800000
Project String
(if applicable): _____

CONTRACTING DEPARTMENT: Human Resources

Service Requested: Review and Approve

Description: Fourth Amendment for Pre-Employment Background Checks

Contract Term: Four (4) Years Contract Value: 150,000.00

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

Approved: Disapproved: Date: 09/11/2023 By: Stephen Mansell
Digitally signed by Stephen Mansell
Date: 2023.09.11 11:16:41 -07'00'
Approved: Disapproved: Date: _____ By: _____

Approved as revised - see email dated 9/11/2023.

Edits Completed-9/11/23-AA

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: 2023.09.13 12:03:56 -07'00'

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

Approved: Disapproved: Date: 09/11/2023 By: Michael Andersen
Digitally signed by Michael Andersen
Date: 2023.09.11 15:13:40 -07'00'
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: _____

PLEASE EMAIL SIGNED DOCUMENT TO: annika.andersson@edcgov.us