

# CONTRACT AMENDMENT ROUTING SHEET

Date Prepared: 06/12/2023

Need Date: 06/26/2023

**PROCESSING DEPARTMENT:**

Department: SHERIFF  
Dept. Contact: TANIA DONNELLY  
Phone: 530-621-6636  
Department: Monica  
Head Signature: Ferguson

Digitally signed by Monica Ferguson  
Date: 2023.06.13 10:22:15 -07'00'

**CONTRACTOR:**

Name: KP RESEARCH SERVICES, INC.  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Org Code: 2410  
Project String  
(if applicable): \_\_\_\_\_

**CONTRACTING DEPARTMENT:** SHERIFF

Service Requested: REVIEW AND APPROVAL  
Description: SHERIFF AND PROBATION - POST PRE-EMPLOYMENT BACKGROUND INVESTIGATIONS  
Contract Term: 8/7/22-8/6/2025 Contract Value: \$100,000

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

Approved:  Disapproved:  Date: 0 6/8 /2 23 By: Stephen Mansell  
Approved:  Disapproved:  Date: \_\_\_\_\_ By: \_\_\_\_\_

Digitally signed by Stephen Mansell  
Date: 2023.06.28 11:00:45 -07'00'

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

**HR APPROVAL:**

Compliance with Human Resources requirements? Yes:  No:   
Compliance verified by: \_\_\_\_\_

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

Approved:  Disapproved:  Date: \_\_\_\_\_ By: \_\_\_\_\_  
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: