

Agreement # 5912 - Amendment # 1 Legistar # TBD

# CONTRACT AMENDMENT ROUTING SHEET

Date Prepared: 10/24/2024

Need Date: 11/07/2024

**PROCESSING DEPARTMENT:**

Department: CAO-Procurement and Contracts

Dept. Contact: Matthew McKain

Phone: X 5974

Department Head Signature: Matthew Potter

Digitally signed by Matthew Potter  
Date: 2024.10.24 10:45:21 -07'00'

Matthew Potter  
Sr. Administrative Analyst

**CONTRACTOR:**

Name: Mintier Harnish LP

Address: 1415 20th Street

Sacramento, CA 95811

Phone: 916-446-0522

Org Code: 3730300

Project String  
(if applicable): \_\_\_\_\_

**CONTRACTING DEPARTMENT:** Planning and Building

Service Requested: Review and Approve

Description: First Amendment to Agreement for Land Use Planning Services

Contract Term: Six (6) Months as amended Contract Value: 306,615

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

Approved:  Disapproved:  Date: 11/01/2024 By: Kathleen Markham

Digitally signed by Kathleen Markham  
Date: 2024.11.01 10:08:30 -07'00'

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

**HR APPROVAL:**

Compliance with Human Resources requirements? Yes:  No:

Compliance verified by: Sera Salmanyman

Digitally signed by Sera Salmanyman  
Date: 2024.11.07 10:17:50 -08'00'

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

Approved:  Disapproved:  Date: 11/06/2024 By: Amanda Magnuson

Digitally signed by Amanda Magnuson  
Date: 2024.11.06 20:19:28 -09'00'

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: matthew.mckain@edcgov.us

THANK YOU!