

# CONTRACT AMENDMENT ROUTING SHEET

Date Prepared: 08/01/2024

Need Date: 08/15/2024

**PROCESSING DEPARTMENT:**

Department: CAO- P&C  
Dept. Contact: Timmi King  
Phone: 530-621-5102  
Department Head Signature: Matthew Potter  
Digitally signed by Matthew Potter  
Date: 2024.07.25 15:38:50 -07'00'  
Matthew Potter  
Senior Administrative Analyst

**CONTRACTOR:**

Name: H.O.P.E.: Healthy Outcomes for Personal Enrichment Counseling  
Address: 2540 Douglas Boulevard Suite 200  
Roseville, California 95661  
Phone: 916-757-3030  
Org Code: 2200000  
Project String  
(if applicable): \_\_\_\_\_

**CONTRACTING DEPARTMENT:** District Attorney

Service Requested: Review and Approve

Description: Second Amendment for Psychotherapy Clinical Mental Health Services

Contract Term: 1 year Contract Value: \$156,000

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

Approved:  Disapproved:  Date: 08/16/2024 By: Roger A. Runkle  
Digitally signed by Roger A. Runkle  
Date: 2024.08.16 11:16:32 -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 Salmalyan  
Digitally signed by Sera Salmalyan  
Date: 2024.08.21 10:57:45 -07'00'

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

Approved:  Disapproved:  Date: 08/16/2024 By: Roger A. Runkle  
Digitally signed by Roger A. Runkle  
Date: 2024.08.16 11:17:09 -07'00'  
Approved:  Disapproved:  Date: 08/21/2024 By: Lavleen K. Cheema  
Digitally signed by Lavleen K. Cheema  
Date: 2024.08.21 10:37:28 -07'00'

**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: timmi.king@edcgov.us