

# CONTRACT AMENDMENT ROUTING SHEET

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

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

**PROCESSING DEPARTMENT:**

Department: CAO - Procurement & Contracts  
Dept. Contact: Kristen Germond  
Phone: x5974  
Department Head Signature: S. R. Ewert  
Digitally signed by S. R. Ewert  
Date: 2020.11.05 11:50:48 -08'00'  
Sandy Ewert  
Administrative Analyst Supervisor

**CONTRACTOR:**

Name: Pro-Line Cleaning Services, Inc.  
Address: P.O. Box 850  
Diamond Springs, CA 95617  
Phone: (530) 642-8096  
Org Code: 06FACMAINT  
Project String (if applicable): \_\_\_\_\_

**CONTRACTING DEPARTMENT:** CAO - Facilities

Service Requested: Review and Approve  
Description: Janitorial Services – Public Safety Facility  
Contract Term: March 17, 2020 - June 30, 2021 as amended Contract Value: \$121,055 as amended

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

Approved:  Disapproved:  Date: 11/09/2020 By: Janeth SanPedro  
Digitally signed by Janeth SanPedro  
Date: 2020.11.09 11:51:06 -08'00'  
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: Lauren Montalvo  
Digitally signed by Lauren Montalvo  
Date: 2020.11.25 09:53:56 -08'00'

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

Approved:  Disapproved:  Date: 11/10/2020 By: Robert R. Schroeder  
Digitally signed by Robert R. Schroeder  
Date: 2020.11.10 09:27:48 -08'00'  
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: \_\_\_\_\_