

**REVIEW AND APPROVAL REQUESTED FOR:**

☐ Contract ☒ Amendment ☐ Resolution ☐ Ordinance ☐ Policy ☐ Other

**County Counsel  
REVIEW ROUTING SHEET**

Date Prepared: 11/19/25Need Date: 11/26/25**PROCESSING DEPARTMENT**

Department: CAO - P&C  
Dept Contact: Timmi King  
Phone: x5102  
Dept. Signature: Matthew Potter  
Title: Sr. Admin Analyst

Org Code: 3600010  
Funding Source: Fleet Services Internal Fund  
PL String: n/a  
Legistar #: TBD

**CONTRACT INFORMATION**CONTRACT #: 7137CONTRACT AMENDMENT #: IIContracting Department: Department of TransportationContractor/Vendor Name: Five Star AutomotiveContract Term: three (3) years Contract Value: \$400,000

*Note - HR & RISK review will take place during Fenix Contract workflow - amendments see below.*

**ORDINANCE/RESOLUTION/POLICY INFORMATION**

TITLE / SUBJECT: \_\_\_\_\_

NUMBER (If Assigned): \_\_\_\_\_

**DESCRIPTION AND ADDITIONAL NOTES FOR COUNTY COUNSEL**

Title: Automotive Repair and Maintenance Services  
\_\_\_\_\_  
\_\_\_\_\_

**COUNTY COUNSEL**

Approved ☒ Disapproved ☐ Date: 11/20/25  
Approved ☐ Disapproved ☐ Date: \_\_\_\_\_

By: Daniel Vandekoolwyk Digitally signed by Daniel Vandekoolwyk  
Date: 2025.11.20 13:08:57 -08'00'  
By: \_\_\_\_\_

**COMMENTS****CONTRACT AMENDMENT ONLY****HR APPROVAL**Compliance with Human Resources requirements? Yes: ☐ No: ☐

Compliance verified by: \_\_\_\_\_

**RISK APPROVAL**

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

**COMMENTS** \*Risk approval not needed, per MW's email - TK