

CONTRACT AMENDMENT ROUTING SHEET

Date Prepared: 11/03/2022

Need Date: 11/10/2022

PROCESSING DEPARTMENT:

Department: P&C
Dept. Contact: Matthew McKain
Phone: x5974
Department Head Signature: Jon Manning
Digitally signed by Jon Manning
Date: 2022.11.02 10:09:33
-0700'
Jon Manning, CPPB
Administrative Analyst Supervisor

CONTRACTOR:

Name: Helix Environmental Planning, Inc.
Address: 7578 El Cajon Boulevard
La Mesa, California 91942
Phone: _____
Org Code: 3760100
Project String
(if applicable): _____

CONTRACTING DEPARTMENT: Planning and Building

Service Requested: Review and Approve
Description: First Amendment to On-call Commercial Cannabis Permitting Services
Contract Term: Three (3) year Contract Value: \$400,000.00

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

Approved: Disapproved: Date: 11/03/2022 By: Jefferson Billingsley
Digitally signed by Jefferson Billingsley
Date: 2022.11.03 08:40:14 -0700'
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 Salmayan
Digitally signed by Sera Salmayan
Date: 2022.11.04 10:41:31 -0700'

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

Approved: Disapproved: Date: 11/03/2022 By: Michael Andersen
Digitally signed by Michael Andersen
Date: 2022.11.03 15:02:52 -0700'
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:

THANK YOU!