

**REVIEW AND APPROVAL REQUESTED FOR:**

Contract  Amendment  Resolution  Ordinance  Policy  Other

**County Counsel  
REVIEW ROUTING SHEET**

Date Prepared: 2/26/25

Need Date: 3/4/25

**PROCESSING DEPARTMENT**

Department: CAO-Procurement and Contract Administration  
Dept Contact: Annika Andersson  
Phone: X 5911  
Dept. Signature: Tyler Prince  
Title: Senior Administrative Analyst

Org Code: 3620200  
Funding Source: County Engineer T&M Billing-Var  
PL String: \_\_\_\_\_  
Legistar #: 25-0102

**CONTRACT INFORMATION**

CONTRACT #: 9303

CONTRACT AMENDMENT #: \_\_\_\_\_

Contracting Department: Department of Transportation

Contractor/Vendor Name: DKS Associates

Contract Term: Three (3) Years Contract Value: \$300,000.00

*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**

As-Needed Traffic Engineering and Transportation Planning  
\_\_\_\_\_  
\_\_\_\_\_

**COUNTY COUNSEL**

Approved  Disapproved  Date: 2/28/25  
Approved  Disapproved  Date: \_\_\_\_\_

By: Daniel Vandekoolwyk Digitally signed by Daniel Vandekoolwyk  
Date: 2025.02.28 15:31:44 -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**