

# CONTRACT AMENDMENT ROUTING SHEET

Date Prepared: 08/19/2021

Need Date: 09/02/2021

**PROCESSING DEPARTMENT:**

Department: CAO - Procurement & Contracts  
Dept. Contact: Kristen Germond  
Phone: x5974  
Department Head Signature: Jon Manning  
Digitally signed by Jon Manning  
Date: 2021.08.18 12:08:16  
-07'00'  
Jon Manning, CPPB  
Administrative Analyst Supervisor

**CONTRACTOR:**

Name: Assembly Committee on Rules, California State Assembly  
Address: 1020 N Street, Room 300  
Sacramento, California 95814  
Phone: \_\_\_\_\_  
Org Code: 06FACADMIN  
Project String (if applicable): \_\_\_\_\_

**CONTRACTING DEPARTMENT:** CAO - Facilities

Service Requested: Review and Approve  
Description: Amendment to Facilities Use Agreement for 2441 Headington Road for Assemblyman Bigelow's Office Space  
Contract Term: March 1 2020 - December 31, 2023 as amended Contract Value: \$0

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

Approved:  Disapproved:  Date: 08/30/2021 By: Sharon Carey-Stronck  
Digitally signed by Sharon Carey-Stronck  
Date: 2021.08.30 12:19:51 -07'00'  
Approved:  Disapproved:  Date: \_\_\_\_\_ By: \_\_\_\_\_

Approved as to form. -scs

**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: 2021.09.09 18:12:03 -07'00'

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

Approved:  Disapproved:  Date: 09/07/2021 By: Michael Andersen  
Digitally signed by Michael Andersen  
Date: 2021.09.07 14:12:35 -07'00'  
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: \_\_\_\_\_