

# CONTRACT AMENDMENT ROUTING SHEET

Date Prepared: 06/18/2020

Need Date: 06/25/2020

**PROCESSING DEPARTMENT:**

Department: Health and Human Services Agency  
Dept. Contact: Lisa Konyecsni  
Phone: 6901  
Department Head Signature: Yvonne Kollings  
Digitally signed by Yvonne Kollings  
DN: cn=Yvonne Kollings, o=HHSA, ou=Fiscal Unit, email=yvonne.kollings@edcgov.us, c=US  
Date: 2020.06.18 13:26:47 -0700  
Yvonne Kollings, CFO

**CONTRACTOR:**

Name: Pro-Line Cleaning Services  
Address: 6100 G Enterprise Dr.  
Diamond Springs, CA 95619  
Phone: \_\_\_\_\_  
Org Code: 5320  
Project String  
(if applicable): \_\_\_\_\_

**CONTRACTING DEPARTMENT:** Health and Human Services Agency - Behavioral Health Division

Service Requested: Legal review

Description: Adds supplemental cleaning in relation to COVID-19

Contract Term: 10/01/19- 09/30/22 (no change) Contract Value: \$142,000 (adding \$52,000)

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

Approved:  Disapproved:  Date: 06/26/2020 By: Paula Frantz  
Digitally signed by Paula Frantz  
Date: 2020.06.26 13:41:47 -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: Lauren Montalvo  
Digitally signed by Lauren Montalvo  
Date: 2020.06.30 09:21:05 -0700

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

Approved:  Disapproved:  Date: 07/02/2020 By: Robert R. Schroeder  
Digitally signed by Robert R. Schroeder  
Date: 2020.07.02 08:02:45 -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 FOR PICK-UP [hhsa-contracts@edcgov.us](mailto:hhsa-contracts@edcgov.us) Thank you!**