

# CONTRACT AMENDMENT ROUTING SHEET

Date Prepared: 12/28/2020

Need Date: 01/05/2021

**PROCESSING DEPARTMENT:**

Department: Health and Human Services Agency  
Dept. Contact: Lisa Konyecsni  
Phone: 6901  
Department Head Signature: Yvonne Kollings  
Digitally signed by Yvonne Kollings  
Date: 2020.12.28 12:06:39 -08'00'  
Yvonne Kollings, CFO

**CONTRACTOR:**

Name: Maxim Healthcare Staffing Services, Inc.  
Address: 7227 Lee Deforest Dr.  
Columbia, MD 21046  
Phone: \_\_\_\_\_  
Org Code: 5430  
Project String  
(if applicable): \_\_\_\_\_

**CONTRACTING DEPARTMENT:** Health and Human Services Agency - Community Services

Service Requested: Legal review

Description: Amendment extends the term, increases the NTE, and adds vaccination language to scope

Contract Term: 8/25/20 - 12/31/21 (prior term date 8/24/21) Contract Value: \$1,500,000 (increase of \$900K)

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

Approved:  Disapproved:  Date: 12/29/2020 By: Paula Frantz  
Digitally signed by Paula Frantz  
Date: 2020.12.29 15:42:40 -08'00'  
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: 2020.12.31 10:13:05 -08'00'

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

Approved:  Disapproved:  Date: 12/31/2020 By: Joseph Carruesco  
Digitally signed by Joseph Carruesco  
Date: 2020.12.31 09:33:58 -08'00'  
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: \_\_\_\_\_

**PLEASE EMAIL FOR PICK-UP [hhsa-contracts@edcgov.us](mailto:hhsa-contracts@edcgov.us) Thank you!**