

MEMORANDUM

DEPUTY SUPERINTENDENT
BUSINESS OPERATIONS,
FINANCE AND CONSTRUCTION
2008 SEP -3 PM 2:45

August 25, 2008
M005-JAG
JAG/995-2414

TO: Rudolph F. Crew, Ed.D., Superintendent of Schools

THROUGH: Ofelia San Pedro, Deputy Superintendent

FROM: Joseph A. Gomez, Assistant Superintendent
Procurement Management Services



SUBJECT: **SUPERINTENDENT'S EXTENSION OF CONTRACTS**

The following contracts are requested to be approved as Superintendent's Extension of Contracts, as authorized by Board Rule 6Gx13- 3C-1.11, Bidding Process. It is requested that you review and approve the extensions listed below:

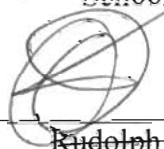
<u>CONTRACT NO.</u>	<u>CONTRACT TITLE</u>	<u>AWARD AMOUNT</u>	<u>EXTENSION PERIOD</u>
1. 074-GG07	AUTOMOTIVE REPAIR SERVICE AND SPECIALIZED REPAIRS FOR SCHOOL BOARD VEHICLES	\$576,019	09/05/08 – 09/04/09
2. 050-FF08 M/WBE	TOWELS, BATH	\$5,625	09/14/08 – 09/13/09
3. 116-FF06	PAINTING AND INCIDENTAL WORK	\$270,750	10/11/08 – 10/10/09
4. 128-FF11	MULTIFUNCTIONAL DEVICES, COPYING EQUIPMENT, SERVICE AND SUPPLIES	\$3,096,327.57	10/01/08 – 09/30/09
5. 135-FF07	VEHICLE TOWING	\$150,436	11/01/08 – 10/31/09
6. 085-GG02	PRESSURE WASHERS	\$32,311.95	11/20/08 – 11/19/09

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SUPERINTENDENT'S OFFICE

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<u>CONTRACT NO.</u>	<u>CONTRACT TITLE</u>	<u>AWARD AMOUNT</u>	<u>EXTENSION PERIOD</u>
7. 009-FF10	DELIVERY OF TESTING MATERIALS	\$126,251.40	12/01/08 – 11/30/09

REVIEWED: 
School Board Attorney

APPROVED: 
Rudolph F. Crew, Ed.D.
Superintendent of Schools
Carolyn Spaht
(Designee)

JAG/mh

cc: Mr. Barry S. Meltz

CONTRACT EXTENSION SUMMARY

Contract No.: 009-FF10

Contract Title: DELIVERY OF TESTING MATERIALS

Extension Award Amount: \$126,251.40

Extension Period: December 1, 2008 – November 30, 2009

Purpose of Contract: The purpose of this contract is to purchase services for delivery and pickup of testing materials for all school locations.

Original Award Period: December 1, 2005 – November 30, 2007

Terms of Contract Award and Extension: Two (2) years, with an option to extend for two (2) additional one (1) year periods and, if needed, an additional ninety (90) days beyond the expiration date.

Previous Extension Period: December 1, 2007 – November 30, 2008

Previous Extension Amount: \$185,428.57

Vendors Recommended for Contract Extension: One (1)

Comet Courier Corp.

Justification: It is considered to be in the best interest of the District to extend this contract for an additional one (1) year period, to benefit from fixed prices. Petroleum-based energy costs have increased roughly 57% since the inception of this contract. This is the second extension and fourth year of the contract. Staff has indicated satisfactory performance from the vendor and recommends extension. The awardee has agreed to extend for an additional one (1) year period, by letter, on file.