

MEMORANDUM

December 14, 2009
M0034-JAG
JAG/995-2414

TO: Mr. Alberto M. Carvalho, Superintendent of Schools

THROUGH: Richard H. Hinds, Chief Financial Officer

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. There is no obligation to purchase any amount within the contract period as set forth in the bid solicitation. 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. 006-JJ01	FILE CABINETS	\$78,000	12/10/09 – 12/09/10
2. 024-HH02	BAND UNIFORMS	\$48,360	12/19/09 – 12/18/11
3. 009-HH11	INTERCOM, MASTER CLOCK AND PA SOUND-SYSTEM TURNKEY INSTALLATION AND REPAIR (REBID)	\$199,620	01/16/10 – 01/15/11

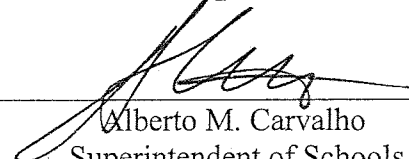
REVISION OF SUPERINTENDENT'S EXTENSION OF CONTRACTS

4. 127-FF01	AUDITORIUM SEATING	\$269,000 (Revised)	10/11/09 -10/10/10
-------------	--------------------	------------------------	--------------------

2009 DEC 16 AM 9:04

FINANCIAL SERVICES

REVIEWED: 
School Board Attorney

APPROVED: 
Alberto M. Carvalho
Superintendent of Schools

JAG/ae

2009 DEC 16 AM 11:36

cc: Mr. Barry S. Meltz

SUPERINTENDENT'S OFFICE

CONTRACT EXTENSION SUMMARY

Contract No.: 006-JJ01

Contract Title: FILE CABINETS

Recommended Extension Award Amount: \$78,000

Current Extension Amount: N/A

Original Award Amount: \$616,560.80

Recommended Extension Period: December 10, 2009–December 9, 2010

Current Extension Period: N/A

Original Award Period: December 10, 2008–December 9, 2009

Purpose of Contract: The purpose of this contract is to purchase, at firm unit prices, quantities, as may be required, of file cabinets for Stores and Mail Distribution stock.

Terms of Contract Award and Extension: One (1) year, 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.

Vendors Recommended for Contract Extension: Two (2)

Ernie Morris Enterprises, Inc.
J.C. White Office Furniture, Inc.

Cost Savings: Yes No Amount:

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 firm fixed prices and continuity of service. Staff has indicated satisfactory performance from the vendors and recommends extension. This is the first extension of the contract. The awardees have agreed to extend for an additional one (1) year period, by letter, on file.

The Departments of Design and Standards, and Stores and Mail Distribution have indicated that this contract is required for the 2009-2010 school year (new schools opening). Recommended expenditure for the current fiscal year is \$78,000, which is significantly lower than the last contract period award of \$616,560.80.