

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
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REVIEWED: _____

School Board Attorney

APPROVED: _____

Alberto M. Carvalho
Superintendent of Schools

JAG/ae

cc: Mr. Barry S. Meltz

2009 DEC 16 AM 9:04

FINANCIAL SERVICES

2009 DEC 16 AM 11:36

SUPERINTENDENT'S OFFICE

CONTRACT EXTENSION SUMMARY

Contract No.: 024-HH02

Contract Title: BAND UNIFORMS

Recommended Extension Award Amount: \$48,360

Current Extension Amount: N/A

Original Award Amount: N/A

Recommended Extension Period: December 19, 2009 – December 18, 2011

Current Extension Period: N/A

Original Award Period: December 19, 2007 – December 18, 2009

Purpose of Contract: The purpose of this contract is to purchase band uniforms for various locations.

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

Vendors Recommended for Contract Extension: Three (3)

DeMoulin Brothers & Company
Ictus Limited, Inc.
Stanbury Uniforms, 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 two (2) year period, to benefit from continuity of service. Prices are quoted among awarded vendors for each purchase, to assure best pricing is obtained. Staff has indicated satisfactory performance from the vendors and recommends extension. This is the first and final extension of the contract. The awardees have agreed to extend for an additional two (2) year period, by letter, on file. Additionally, the terms of this contract allowed for additional proposals to be submitted on the contract anniversary date to expand the pool of approved vendors. Demoulin Brothers & Company submitted all required documentation and will be added to the awarded vendor list. There was no dollar amount awarded on the original contract and this contract extension is based on previous usage during the current contract period.