

MEMORANDUM

September 22, 2010  
M0019-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**

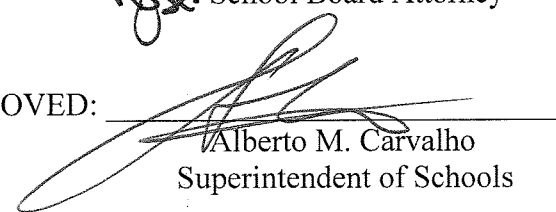
The following contracts are requested to be approved as Superintendent's Extension of Contracts, as authorized by Board Rule 6Gx13- 3C-1.11, Bidding Process. There is no obligation to purchase any amount within the contract period as set forth in the bid solicitation. It is requested that you review and approve the extensions listed below:

<u>CONTRACT NO.</u>	<u>CONTRACT TITLE</u>	<u>AWARD AMOUNT</u>	<u>EXTENSION PERIOD</u>
1. 004-FF07	FUEL-STORAGE TANKS AND MONITORING SYSTEMS: INSPECTION, REPAIR AND REPLACEMENT	\$37,563	10/01/10 – 12/29/10
2. 082-HH12	RECYCLING OF BALLASTS AND MERCURY-CONTAINING LAMPS	\$21,064	10/01/10 – 09/30/11
3. 066-HH03	HOOD AND DUCT CLEANING	\$160,380	10/02/10 – 10/01/11
4. 007-FF02	DIPLOMAS	\$90,000	12/01/10 – 02/28/11

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FINANCIAL SERVICES

REVIEWED:   
School Board Attorney

APPROVED:   
Alberto M. Carvalho  
Superintendent of Schools

JAG/ae

cc: Mr. Barry S. Meltz

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SUPERINTENDENT'S OFFICE

**CONTRACT EXTENSION SUMMARY**

Contract No.: 007-FF02

Contract Title: DIPLOMAS

Recommended Extension Award Amount: \$90,000

Current Extension Amount: \$349,642

Original Award Amount: \$288,960

Recommended Extension Period: December 1, 2010 – February 28, 2011

Current Extension Period: December 1, 2009 – November 30, 2010

Original Award Period: November 16, 2005 – November 30, 2007

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

Terms of Contract Award and Extension: Two (2) years, with an option to extend for three (3) additional one (1) year periods and, if needed, an additional ninety (90) days beyond the expiration date.

Vendors Recommended for Contract Extension: One (1)

Herff Jones, Inc.

Cost Savings: No

Justification: It is considered to be in the best interest of the District to extend this contract for an additional ninety (90) day period, to benefit from fixed prices and continuity of service. Staff has indicated satisfactory performance from the vendor and recommends extension. This is the final extension of the contract. The awardee has agreed to extend for an additional ninety (90) day period, by letter, on file.