

MEMORANDUM

SUPERINTENDENT'S OFFICE

January 31, 2012
M0051-BSM
BSM/995-1434

2012 FEB -8 AM 10:38

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

THROUGH: Richard H. Hinds, Chief Financial Officer

FROM: Barry S. Meltz, District Director
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 Policy 6320 – Purchasing. It is the District's established practice, for Procurement Management Services to apply the contract amount for each approved extension, during the term of the bid. 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 DATE</u>
1. 034-JJ01	ARMED AND UNARMED SECURITY GUARD	\$1,748,000	02/11/12 – 02/10/13
2. 002-KK08	COSMETOLOGY SUPPLIES, EQUIPMENT AND SPECIALTY FURNITURE CATALOG DISCOUNT	\$100,000	02/10/12 – 02/09/13
3. 004-KK08	MUSIC FURNITURE AND EQUIPMENT	\$1,000,000	02/10/12 – 02/09/13
4. 036-GG05	FIRST-AID SUPPLIES	\$51,229	03/12/12 – 06/11/12
5. 031-HH05	PAPER, MULTIPURPOSE XEROGRAPHIC	\$2,494,110	04/16/12 – 04/15/13

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FINANCIAL SERVICES
WL # 9130

REVIEWED:

School Board Attorney

APPROVED:

Alberto M. Carvalho
Superintendent of Schools

BSM/ae

CONTRACT EXTENSION SUMMARY

Contract No.: 004-KK08

Contract Title: MUSIC FURNITURE AND EQUIPMENT

Board Meeting Date: February 10, 2010 – Agenda Item E-144

Recommended Extension Award Amount: \$1,000,000

Current Extension Amount: N/A

Original Award Amount: \$4,969,661

Recommended Extension Period: February 10, 2012 – February 9, 2013

Current Extension Period: N/A

Original Award Period: February 10, 2010 – February 9, 2012

Purpose of Contract: The purpose of this contract is to purchase, at firm unit prices, quantities, as may be required, of music furniture and equipment, for various locations throughout the District.

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 of the current contract period.

Vendors Recommended for Contract Extension: Four (4)

Hertz Furniture Systems, LLC
Jim Melhart Piano & Organ Co., d.b.a. Melhart Music Center
School Specialty, Inc.
Wenger Corporation

Cost Savings: No

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 and continuity of service. Wenger Corporation has indicated that it cannot extend prices on items 19, 21 and 22, due to price increase. 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.