

MEMORANDUM

April 24, 2012
M0060-BSM
BSM/995-1434

SUPERINTENDENT'S OFFICE

2012 APR 27 AM 9:16

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

SUPERINTENDENT'S OFFICE
2012 MAY 24 PM 12:14

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. 046-HH12	UNDERGROUND PETROLEUM-STORAGE TANKS, REMOVAL, CLEANUP, REPORTING AND MONITORING SERVICES	\$128,653	05/01/12 – 04/30/13
2. 041-KK10	PROVIDE AMERICAN SIGN-LANGUAGE INTERPRETATION/ TRANSLITERATION, CAPTION AND/OR COMPUTER-ASSISTED TRANSCRIPTION SERVICES	\$1,400,000	07/01/12 – 06/30/13

12 APR 26 AM 9:27

FINANCIAL SERVICES
WI # 9130

REVIEWED:

School Board Attorney

4/25/12

APPROVED:

Alberto M. Carvalho
Superintendent of Schools

FINANCIAL SERVICES
WI # 9130

12 MAY 24 AM 11:05

BSM/ae

818.307

CONTRACT EXTENSION SUMMARY

Contract No.: 041-KK10

Contract Title: PROVIDE AMERICAN SIGN-LANGUAGE
INTERPRETATION/TRANSLITERATION, CAPTION
AND/OR COMPUTER-ASSISTED TRANSCRIPTION
SERVICES

Board Meeting Date: June 16, 2010 – Agenda Item C-11

Recommended Extension Award Amount: \$1,400,000

Current Extension Amount: \$1,675,000

Original Award Amount: \$1,400,000

Recommended Extension Period: July 1, 2012 – June 30, 2013

Current Extension Period: July 1, 2011 – June 30, 2012

Original Award Period: July 1, 2010 – June 30, 2011

Purpose of Contract: The purpose of this contract is to provide American sign-language interpretation/transliteration, caption and/or computer-assisted transcription services to students, who are deaf or hard of hearing, through the Division of Special Education (SPED).

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 of the current contract period.

Vendors Recommended for Contract Extension: Two (2)

Accessible Communication for the Deaf, Inc.
Nationwide Interpreter Resource, Inc.

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