

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.: 046-HH12

Contract Title: UNDERGROUND PETROLEUM-STORAGE TANKS, REMOVAL, CLEANUP, REPORTING AND MONITORING SERVICES

Board Meeting Date: April 16, 2008 – Agenda Item F-61

Recommended Extension Award Amount: \$128,653

Current Extension Amount: \$128,653

Original Award Amount: \$299,171.40

Recommended Extension Period: May 1, 2012 – April 30, 2013

Current Extension Period: May 1, 2011 – April 30, 2012

Original Award Period: May 1, 2008 – April 30, 2010

Purpose of Contract: The purpose of this contract is to purchase, at firm unit prices, underground petroleum-storage tanks, removal, cleanup, reporting and monitoring services, for Maintenance Operations.

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 of the current contract period.

Vendors Recommended for Contract Extension: One (1)

Southern Utilities & Construction, LLC

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 vendor and recommends extension. This is the third extension of the contract. The awardee has agreed to extend for an additional one (1) year period, by letter, on file.