

## MEMORANDUM

November 30, 2012

M0093-BSM

BSM/995-2414

SUPERINTENDENT'S OFFICE

2012 NOV 30 PM 4:23

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

THROUGH: Richard H. Hinds, Chief Financial Officer

FROM: Barry S. Meltz, District Director  
Procurement Management ServicesSUBJECT: **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 contract. 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. 065-HH03	CAFETERIA COMPARTMENT TRAYS	\$1,579,775	12/27/12 – 12/26/13
2. 037-JJ03	FOOD-SERVICE SUPPLIES	\$138,848	01/03/13 – 01/02/14

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FINANCIAL SERVICES  
UH # 0199REVIEWED: 

School Board Attorney

APPROVED: Alberto M. Carvalho  
Superintendent of Schools

BSM/ae

844.17-CP12-1705-ALG-CD

## CONTRACT EXTENSION SUMMARY

Contract No.: 065-HH03

Contract Title: CAFETERIA COMPARTMENT TRAYS

Board Meeting Date: October 15, 2008 – Agenda Item E-145

Purpose of Contract: The purpose of this contract is to purchase and deliver, at a firm unit price, quantities, as may be required, of cafeteria compartment trays, for Stores and Mail Distribution stock.

Initial Award Amount: \$2,817,993

Initial Contract Award Period and Extension: October 15, 2008 – December 26, 2011  
Fourteen (14) months, with an option to extend for four (4) additional one (1) year periods and, if needed, an additional ninety (90) days beyond the expiration date of the current contract period.

Current Extension Amount: \$1,579,775

Current Extension Period: December 27, 2011 – December 26, 2012

Recommended Extension Award Amount: \$1,579,775

Recommended Extension Period: December 27, 2012 – December 26, 2013  
This is the fourth extension of the contract. The awardee has agreed to extend for an additional one (1) year period, by letter, on file.

Vendors Recommended for Contract Extension: One (1)

Edward Don and Company

Cost Savings: No y

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, inasmuch as the Consumer Price Index (CPI), as of October 2012, indicated an increase of 0.1%, with an annual index of 2.2%. Staff has indicated satisfactory performance from the vendor and recommends extension. This is the fourth extension of the contract. This extension is based on the terms, conditions and pricing contained in the original contract approved by the School Board.

Benchmark: Attempts were made to benchmark against the School Boards of Broward and Palm Beach Counties; however, the terms and conditions are not similar, so benchmarking could not be performed.