

MEMORANDUM

December 5, 2012
M0094-BSM
BSM/995-2414

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

THROUGH: Richard H. Hinds, Chief Financial Officer

FROM: Barry S. Meltz, District Director
Procurement Management Services



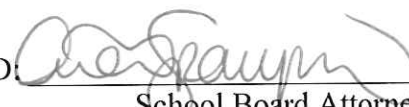
SUBJECT: **SUPERINTENDENT'S EXTENSION OF CONTRACTS**

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 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:

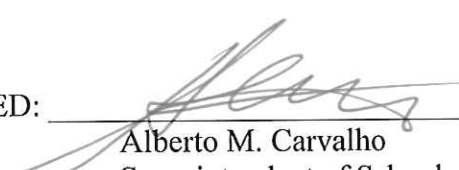
<u>CONTRACT NO.</u>	<u>CONTRACT TITLE</u>	<u>AWARD AMOUNT</u>	<u>EXTENSION DATE</u>
1. 017-HH12	PROPANE GAS	\$212,119	12/11/12 – 03/10/13
2. 037-KK11	FUEL-STORAGE TANKS AND MONITORING SYSTEMS: INSPECTION, REPAIR AND REPLACEMENT	\$93,500	01/12/13 – 01/11/14

12 DEC -7 PM 3:47

FINANCIAL SERVICES
MT # 9130

REVIEWED: 

School Board Attorney

APPROVED: 

Alberto M. Carvalho
Superintendent of Schools

BSM/ae

CONTRACT EXTENSION SUMMARY

Contract No.: 017-HH12

Contract Title: PROPANE GAS

Board Meeting Date: November 20, 2007 – Agenda Item F-77

Purpose of Contract: The purpose of this contract is to purchase, at a firm markup (service charge), including escalation/de-escalation provisions for propane gas, quantities, as may be required, of propane gas, for various schools and departments.

Initial Award Amount: \$4,576,261.43

Initial Contract Award Period and Extension: December 11, 2007 – December 10, 2012
Five (5) years, with an option to extend for ninety (90) days beyond the expiration date of the current contract period.

Current Extension Amount: N/A

Current Extension Period: N/A

Recommended Extension Award Amount: \$212,119

Recommended Extension Period: December 11, 2012 – March 10, 2013
This is the first extension of the contract. The awardee has agreed to extend for an additional ninety (90) day period, by letter, on file.

Vendors Recommended for Contract Extension: One (1)

Heritage Propane

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 extension is based on the terms, conditions and pricing contained in the original contract approved by the School Board.