

MEMORANDUM

SUPERINTENDENT'S OFFICE

February 7, 2013  
M0108-BSM  
BSM/995-2414

FEB - 8 PM 4:15

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. 009-MM06	BRAKE DRUMS AND BRAKE-LINING KITS	\$153,577	02/15/13 – 02/14/14
2. 021-LL10	BAD CHECK COLLECTION SERVICES (REBID)	N/A	05/11/13 – 05/10/14

REVIEWED:   
School Board Attorney

APPROVED:   
Alberto M. Carvalho  
Superintendent of Schools

BSM/ac

## CONTRACT EXTENSION SUMMARY

Contract No.: 009-MM06

Contract Title: BRAKE DRUMS AND BRAKE-LINING KITS

Board Meeting Date: February 15, 2012 – Agenda Item F-60

Purpose of Contract: The purpose of this contract is to purchase, at firm unit prices, quantities, as may be required, of brake drums and brake-lining kits, for the Department of Transportation, Vehicle Maintenance stock.

Initial Award Amount: \$288,802

Initial Contract Award Period and Extension: February 15, 2012 – February 14, 2013  
One (1) year, 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.

Current Extension Amount: N/A

Current Extension Period: N/A

Recommended Extension Award Amount: \$153,577

Recommended Extension Period: February 15, 2013 – February 14, 2014  
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.

Vendors Recommended for Contract Extension: Three (3)

Total Truck Parts, Inc.  
TPH Acquisition, LLP, d.b.a. The Parts House

United Brake and Clutch Service, LLC – M/WBE

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, inasmuch as the Consumer Price Index (CPI), as of December 2012, indicated an annual index increase of 1.7%. Staff has indicated satisfactory performance from the vendors and recommends extension. 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 State of Florida contract, however, the terms and condition are not similar, therefore, benchmarking could not be performed.