

MEMORANDUM

February 26, 2013
M0116-BSM
BSM/995-1434

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 contract is 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 extension listed below:

<u>CONTRACT NO.</u>	<u>CONTRACT TITLE</u>	<u>AWARD AMOUNT</u>	<u>EXTENSION DATE</u>
1. 018-LL03	SPECIALTY BAKERY PRODUCTS	\$55,200	03/09/13 – 03/08/14

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FINANCIAL SERVICES
100 # 0150

REVIEWED: _____

School Board Attorney

APPROVED: _____

Alberto M. Carvalho
Superintendent of Schools

BSM/ae

SUPERINTENDENT'S OFFICE

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CONTRACT EXTENSION SUMMARY

Contract No.: 018-LL03

Contract Title: SPECIALTY BAKERY PRODUCTS

Board Meeting Date: March 9, 2011 – Agenda Item E-142

Purpose of Contract: The purpose of this contract is to purchase and deliver, at firm unit prices, quantities, as may be required, of fresh specialty bakery products, for the Department of Food and Nutrition.

Initial Award Amount: \$498,425

Initial Contract Award Period and Extension: March 9, 2011 – March 8, 2012

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.

Current Extension Amount: \$101,996

Current Extension Period: March 9, 2012 – March 8, 2013

Recommended Extension Award Amount: \$55,200

Recommended Extension Period: March 9, 2013 – March 8, 2014

This is the second 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)

Half Moon Empanadas, LLC

Cost Savings: No \surd

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 November 2012, indicated an annual index increase of 1.8%. 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.

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.