

MEMORANDUM

March 15, 2013  
M0121-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 *Barry S. Meltz*

SUBJECT: **REVISION OF SUPERINTENDENT'S EXTENSION OF CONTRACT**

The following contract is requested to be revised as Superintendent's Extension of Contracts, as authorized by Board Policy 6320, Purchasing.

<u>CONTRACT NO.</u>	<u>CONTRACT TITLE</u>	<u>AWARD AMOUNT</u>	<u>EXTENSION DATE</u>
1. 012-LL01	VACUUM CLEANERS	\$85,710	07/13/12 – 07/12/13

Inasmuch as the calculations for the previous expenditure did not reflect the total amount spent during the contract period, pending requisitions cannot be processed since the authorized contract amount has been expended. Therefore, it is requested that the extension be revised to enable purchases to the District.

13 MAR 15 AM 10:32

FINANCIAL SERVICES  
3/15/13 9:10

SUPERINTENDENT'S OFFICE  
13 MAR 15 AM 11:35

REVIEWED: *[Signature]*  
School Board Attorney

APPROVED: *[Signature]*  
Alberto M. Carvalho  
Superintendent of Schools

BSM/ae

**REVISION OF SUPERINTENDENT'S EXTENSION OF CONTRACT**  
**CONTRACT EXTENSION SUMMARY**

Contract No.: 012-LL01

Contract Title: VACUUM CLEANERS

Board Meeting Date: July 13, 2011 – Agenda Item E-142

Purpose of Contract: The purpose of this contract is to purchase, at firm unit prices, quantities, as may be required, of vacuum cleaners, for various locations.

Initial Award Amount: \$102,120

Initial Contract Award Period and Extension: July 13, 2011 – July 12, 2012  
One (1) year, with an option to extend for three (3) additional one (1) year periods and, if needed, and additional ninety (90) days beyond the expiration date of the current contract period.

Current Extension Amount: \$36,500

Current Extension Period: July 13, 2012 – July 12, 2013

Recommended Extension Award Amount: \$85,710

Recommended Extension Period: July 13, 2012 – July 12, 2013  
This is the first 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)

Rex Chemical Corporation – M/WBE

Cost Savings: No

Justification: Total expenditures for the contract period of July 13, 2012, through February 28, 2013, totaled \$50,000. Consequently, the renewal request did not reflect the correct expenditures for the previous term period. Therefore, it is considered to be in the best interest of the District to revise this contract for an additional \$35,710, to cover pending requests through the end of the contract period.