

MEMORANDUM

May 1, 2013
M0128-BSM
BSM/995-2414

SUPERINTENDENT'S OFFICE

2013 MAY 2 AM 8:12

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

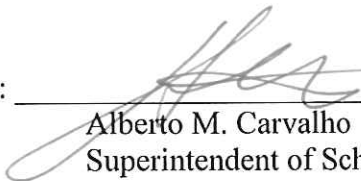
The following contract is requested to be approved as Superintendent's Extension of Contracts, as authorized by Board Policy 6320, Purchasing. It is the District's established practice, for Procurement Management Services to apply the contract amount for each approved extension, during the term of the 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. 051-HH10	INSPECTION/ADMINISTRATIVE SERVICES FOR ELEVATORS AND WHEELCHAIR LIFTS	\$30,000	07/01/13 - 09/30/13

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FINANCIAL SERVICES
M# 0128

REVIEWED: 
School Board Attorney

APPROVED: 
Alberto M. Carvalho
Superintendent of Schools

BSM/ae

CONTRACT EXTENSION SUMMARY

Contract No.: 051-HH10

Contract Title: INSPECTION/ADMINISTRATIVE SERVICES FOR ELEVATORS AND WHEELCHAIR LIFTS

Board Meeting Date: June 18, 2008 – Agenda Item F-60

Purpose of Contract: The purpose of this contract is to provide inspection services, including periodic monitoring or quality control inspections of repairs or corrections performed by the elevator maintenance contractor, through Maintenance Operations.

Initial Award Amount: \$105,996

Initial Contract Award Period and Extension: July 1, 2008 – June 30, 2009
One (1) year, 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: \$105,996

Current Extension Period: July 1, 2012 – June 30, 2013

Recommended Extension Award Amount: \$30,000

Recommended Extension Period: July 1, 2013 – September 30, 2013
This is the final 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)

Tower Elevator Corporation

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 price, terms and conditions contained in the original contract approved by the School Board.