

MEMORANDUM

August 6, 2013
M0138-BSM
BSM/995-2414

SUPERINTENDENT'S OFFICE

2013 AUG -7 AM 10:15

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

THROUGH: Richard H. Hinds, Chief Financial Officer

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

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. 053-LL08	SCHOOL-BUS ROUTES FOR PRIVATE SCHOOL-BUS COMPANIES	\$2,675,000	08/03/13 – 08/02/14
2. 085-JJ05	DELIVERY OF TESTING MATERIALS	\$35,610	12/01/13 – 03/01/14

13 AUG -6 PM 2:12

FINANCIAL SERVICES
8/6/13 2:12 PM

REVIEWED: *[Signature]*
School Board Attorney

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

BSM/mh

CONTRACT EXTENSION SUMMARY

Contract No.: 085-JJ05

Contract Title: DELIVERY OF TESTING MATERIALS

Board Meeting Date: September 30, 2009 – Agenda Item E-143

Purpose of Contract: The purpose of this contract is to purchase, at a firm unit price, services, as may be required, for the pickup and delivery of testing materials, for the Testing Distribution Center (TDC).

Initial Award Amount: \$167,310

Initial Contract Award Period and Extension: December 1, 2009 – November 30, 2011
Two (2) years, with an option to extend for two (2) 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: \$88,000

Current Extension Period: December 1, 2011 – November 30, 2013

Recommended Extension Award Amount: \$35,610

Recommended Extension Period: December 1, 2013 – March 1, 2014
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)

Comet Courier 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 terms, conditions and pricing contained in the original contract approved by the School Board.