

MEMORANDUM

January 7, 2014
M0154-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 *BSM*

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 PERIOD</u>
1. 033-KK11	MULTIFUNCTIONAL DEVICES, COPYING EQUIPMENT, SERVICE AND SUPPLIES	\$3,395,335	01/12/14 - 01/11/15

14 JAN -9 PM 2:55

FINANCIAL SERVICES
MT # 0150

SUPERINTENDENT'S OFFICE
2014 JAN 10 AM 9:55

REVIEWED: *[Signature]* 1/9/14
School Board Attorney

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

BSM/aay

901.04 14-042

CONTRACT EXTENSION SUMMARY

Contract No.: 033-KK11
Contract Title: MULTIFUNCTIONAL DEVICES, COPYING EQUIPMENT, SERVICE AND SUPPLIES
Board Meeting Date: January 12, 2011 – Agenda Item E-141
Purpose of Contract: The purpose of this contract is to purchase, lease and maintain, at a firm unit price, quantities, as may be required, of multifunctional devices, copying equipment, service and supplies, for Miami-Dade County Public Schools and various administrative offices.

Initial Award Amount: \$6,000,000

Initial Contract Award Period and Extension: January 12, 2011 – January 11, 2013
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: \$5,239,893

Current Extension Period: January 12, 2013 – January 11, 2014

Recommended Extension Award Amount: \$3,395,335

Recommended Extension Period: January 12, 2014 – January 11, 2015
This is the second 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: Six (6)

Barlop, Inc.	TGI Office Automation, LLC
Milner Document Products	Toshiba Business Solutions (USA), Inc.
Ricoh USA, Inc.	

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 November 2013, indicated an increase of 0.2% with an annual index increase of 1.2%. 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 School Boards of Broward and Palm Beach Counties, however, the terms and conditions are not similar, therefore, benchmarking could not be performed.