

MEMORANDUM

SUPERINTENDENT'S OFFICE  
2016 OCT 14 PM 8:51

September 30, 2016  
M0414-MYT  
MYT/995-1434

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

THROUGH: Judith M. Marte, Chief Financial Officer

FROM: Melody Y. Thelwell, Chief Procurement Officer  
Procurement Management Services


SUBJECT: SUPERINTENDENT'S EXTENSION OF CONTRACTS

FINANCIAL SERVICES  
VIN # 0130  
2016 OCT 12 PM 2:54

The following contracts are requested to be approved as Superintendent's Extension of Contracts, as authorized by School 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 contracts. 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:

Contract Number	Contract Title	Board Approval Date	#of Extensions Granted	Board Approved Amount	Board Approved Term	#of Extensions Used	Current Contract Expenditures	New Contract Amount	New Contract Term	Reason For Contract extension vs. re-Bid
14-043	RFP: Inspection And Administrative Services For Elevators And Wheelchair Lifts	October 14, 2015	4 - 1 year terms	\$120,000	1 year	0	\$120,000	\$120,000	10/14/16 through 10/13/17	Originating department requested to utilize first contract extension. Will work with originating department to release a new solicitation prior to the expiration of this extension for FY 17-18.

REVIEWED:  10/12/16  
School Board Attorney

APPROVED:   
Alberto M. Carvalho  
Superintendent of Schools

*Board approved  
\$120K for initial  
1 yr + \$120K for  
extension*

MYT:cw

**CONTRACT EXTENSION SUMMARY**

Contract No.: 14-043

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

Board Meeting Date: October 14, 2015 – Agenda Item F-60

Purpose of Contract: The purpose of this RFP is to obtain professional services of a certified agent or agency in the specific area of elevator and wheelchair lift inspection and certification. This service will also include periodic monitoring or quality control inspections of repairs performed by the elevator maintenance provider.

Initial Award Amount: \$120,000

Initial Contract Award Period and Extension: October 14, 2015 – October 13, 2016  
Twelve (12) months, with an option to extend for four (4) additional one (1) year periods.

Current Extension Amount: N/A

Current Extension Period: N/A

Recommended Extension Award Amount: \$120,000

Recommended Extension Period: October 14, 2016 – October 13, 2017  
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)

Tower Elevator Corporation MBE

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 continuity of service, inasmuch as the Consumer Price Index (CPI), as of May 2016, indicated an annual index increase of 0.2%. Staff has indicated satisfactory performance from the vendors and recommends extension. This extension is based on the terms and conditions contained in the original contract approved by the School Board.

Benchmark: Inasmuch as the contract awarded by The School Board of Broward County, Florida is structured differently than M-DCPS, benchmarking cannot be conducted.

Authorization to proceed with extension:

Approved

Denied

H. Rose

Heather Rose, Procurement Analyst

Date:

9/8/16

Melody Y. Thelwell

Melody Y. Thelwell, Chief Procurement Officer

Date:

10/10/16