

MEMORANDUM

June 5, 2017
M0443-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

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
RFP-15-017-YWP	Online Background Screening	5/11/2016	2	\$100,000	1 year	0	\$68,648.10 As of 5/9/2017	\$100,000	July 1, 2017 through June 30, 2018	This is the first contract extension being utilized for a new program. The District will benefit from fixed pricing.

REVIEWED:

School Board Attorney

APPROVED:

Alberto M. Carvalho
Superintendent of Schools

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SUPERINTENDENT'S OFFICE
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CONTRACT EXTENSION SUMMARY

Contract No.: **RFP-15-017-YWP**

Contract Title: **ONLINE BACKGROUND SCREENING**

Board Meeting Date: May 11, 2016

Agenda Item: E-143

Purpose of Contract: The purpose of this contract is to select qualified and experienced vendor(s) to perform background screenings for volunteers at all schools and district locations, for the The School Board of Miami-Dade County, Florida.

Initial Award Amount: \$100,000

Initial Contract Award Period and Extension: July 16, 2016 through June 30, 2017

One (1) year initial, with an option to extend for two (2) additional one (1) year periods.

Current Extension Amount: N/A

Current Extension Period: N/A

Recommended Extension Award Amount: \$100,000

Recommended Extension Period: July 1, 2017 through June 30, 2018

This is the first ~~and only~~ ^{ext} 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)

1. Verified Volunteers

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 April 2017, indicated an increase of 0.2%. Staff has indicated satisfactory performance from the vendor and recommends extension. This extension is based on the terms and conditions contained in the original contract approved by the School Board.

Benchmark: N/A

Authorization to proceed with extension:



Approved



Denied

Buyer:



Charisma Hodge, Procurement Analyst

Date: _____



Melody Y. Thelwell, Chief Procurement Officer

Date:

5/31/17.