


MEMORANDUM

April 9, 2018
M0546-MYT
 MYT/995-1434

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

THROUGH: Ron Y. Steiger, Chief Financial Officer

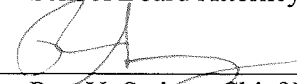
FROM: Melody Y. Thelwell, Chief Procurement Officer 
 Procurement Management Services

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 extension 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
ITB-15-055-HR	Wastewater Treatment Facilities – Operate and Maintain	June 22, 2016	3-1year	\$256,520	2 years	0	\$255,868	\$129,000	06/22/18 through 06/21/19	Originating department has requested to utilize first extension.

REVIEWED:  4/10/18
 School Board Attorney

RECOMMENDED: 
 Ron Y. Steiger, Chief Financial Officer

APPROVED: 
 Alberto M. Carvalho
 Superintendent of Schools

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CONTRACT EXTENSION SUMMARY

Contract No.: ITB-15-055-HR

Contract Title: Wastewater Treatment Facilities – Operate and Maintain

Board Meeting Date: June 22, 2016 Agenda Item: F-60

Purpose of Contract: The purpose of this contract is to establish a contract at firm unit prices, for operation and maintenance of wastewater treatment plants.

Initial Award Amount: \$256,520

Initial Contract Award Period and Extension: June 22, 2016 – June 21, 2018
Two (2) years, with an option to extend for three (3) additional one (1) year periods.

Current Extension Amount: N/A

Current Extension Period: N/A

Recommended Extension Award Amount: \$129,000

Recommended Extension Period: June 22, 2018 – June 21, 2019
This is the first extension of the contract. The awardee has agreed to extend for an additional one year period, by letter, on file.

Vendors Recommended for Contract Extension: one (1)

Hand Utilities, Inc.

Cost Savings: N/A

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 February 2018, indicated an increase of 0.2% with an annual index of 2.2%. 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.

Benchmark: Benchmarking was conducted against the School Board of Broward and Palm Beach Counties, Florida. However, since there were differences in the bid specifications, a price comparison could not be performed.

Approved

Denied

Procurement Analyst:

C. VanWick

Date:

4/9/18

Melody Thelwell

Melody Thelwell, Chief Procurement Officer

Date:

4/10/18