

## MEMORANDUM

October 31, 2018  
**M00829-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 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                                                              |
|-----------------|------------------|---------------------|------------------------|-----------------------|---------------------|---------------------|-------------------------------|---------------------|---------------------------|-------------------------------------------------------------------------------------------------------|
| ITB-15-032-MT   | Auction Services | February 22, 2016   | 2 - 1 year term        | \$150,000             | 3 years             | 0                   | \$0                           | \$50,000            | 3/9/2019 through 3/8/2020 | Originating department has requested to utilize first extension. Contract is also revenue generating. |

REVIEWED:

School Board Attorney

11/5/18

RECOMMENDED:

Ron Y. Steiger, Chief Financial Officer

APPROVED:

Alberto M. Carvalho  
 Superintendent of Schools

2018 NOV -5 PM 4: 28

FINANCIAL SERVICES  
 MYT # 4190

MYT:ch

2018 NOV -6 AM 9: 23

SUPERINTENDENT'S OFFICE

### **CONTRACT EXTENSION SUMMARY**

Contract No.: **ITB-15-032-MT**

Contract Title: **AUCTION SERVICES**

Board Meeting Date: February 22, 2016

Agenda Item: E-142

Purpose of Contract: The purpose of this contract is to purchase, at firm unit prices, auction services that may be provided on-site or online.

Initial Award Amount: \$150,000

Initial Contract Award Period and Extension: March 9, 2016 through March 8, 2019  
Three (3) years, with an option to extend for three (3) additional one (1) year periods beyond the expiration date of the current contract period.

Current Extension Amount: N/A

Current Extension Period: N/A

Recommended Extension Award Amount: \$50,000

Recommended Extension Period: March 9, 2019 through March 8, 2020  
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)

1. Bidera, LLC
2. Govdeals, 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 December 2016, indicated an increase of 0.3%. 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:

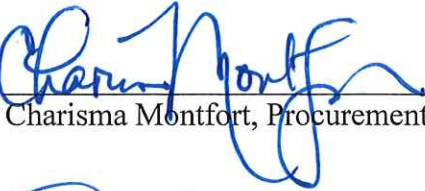


Approved



Denied

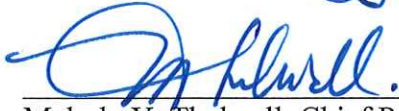
Buyer:



Charisma Montfort, Procurement Director

Date:

10/31/2018



Melody Y. Thelwell, Chief Procurement Officer

Date:

10/31/18