

MEMORANDUM

December 17, 2018
M00834-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
RFP-16-062-MT	Trademark Management And Logo Protection Services	February 21, 2018	2 - 1 year terms	No Cost to the District	1 year	0	\$0	No Cost to the District	2/21/2019 through 2/20/2020	Originating department has requested to utilize first extension.

REVIEWED:  12/15/18
 School Board Attorney

RECOMMENDED: 
 Ron Y. Steiger, Chief Financial Officer

APPROVED: 
 Alberto M. Carvalho
 Superintendent of Schools

FINANCIAL SERVICES
 12/17/18

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 SUPERINTENDENT'S OFFICE

CONTRACT EXTENSION SUMMARY

Contract No.: **RFP-16-062-MT**

Contract Title: **TRADEMARK MANAGEMENT AND LOGO PROTECTION SERVICES**

Board Meeting Date: February 21, 2018 Agenda Item: E-141

Purpose of Contract: The purpose of this contract is to purchase trademark management and logo protection services, which will be funded by sales.

Initial Award Amount: No cost to the District

Initial Contract Award Period and Extension: February 21, 2018 through February 20, 2019
Onw (1) year, with an option to extend for two (2) 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: No cost to the District

Recommended Extension Period: February 21, 2019 through February 20, 2020
This is the first extension of the contract. The awardee(s) has agreed to extend for an additional one (1) year period, by letter on file.

Vendors Recommended for Contract Extension: One (1)

1. K12 Licensing, LLC

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
Charisma Montfort, Procurement Director

Date: 12/17/2018

Melody Y. Thelwell
Melody Y. Thelwell, Chief Procurement Officer

Date: 12/18/18