

MEMORANDUM

May 29, 2019
M0880 -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
RFQ-14-058-ND	Risk Management and Insurance Broker Services	September 30, 2015	2 - 1 year extensions	Board awarded rates	3 years	1	\$1,166,573.59	Board awarded rates	1/1/2020 through 12/31/2020	Originating department has requested to utilize second extension.

REVIEWED: 6/3/19
 School Board Attorney

RECOMMENDED:
 Ron Y. Steiger, Chief Financial Officer

APPROVED:
 Alberto M. Carvalho
 Superintendent of Schools

SUPERINTENDENT'S OFFICE
 2019 MAY -4 AM 11:15

MYT:cm

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CONTRACT EXTENSION SUMMARY

Contract No.: **RFP-14-058-ND**

Contract Title: **RISK MANAGEMENT AND INSURANCE BROKER SERVICES**

Board Meeting Date: September 30, 2015 Agenda Item: E-67

Purpose of Contract: The purpose of this contract is to provide risk management and insurance broker services for The School Board of Miami-Dade County, Florida.

Initial Award Amount: \$0 – Board awarded rates

Initial Contract Award Period and Extension: January 1, 2016 through December 31, 2018
Three (3) years, with an option to extend for two (2) additional one (1) year period beyond the expiration date of the current contract period.

Current Extension Amount: Board Awarded Rates

Current Extension Period: January 1, 2019 through December 31, 2019

Recommended Extension Award Amount: Board awarded rates

Recommended Extension Period: January 1, 2020 through December 31, 2020
This is the second 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. Arthur J. Gallagher Risk Management Services, Inc./ Arthur J. Gallagher & Co.

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 2019, indicated an increase of 0.4%. 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:

May 29, 2019



Melody Y. Thelwell, Chief Procurement Officer

Date:

5/29/19.