

MEMORANDUM

July 17, 2019  
M0894-MYT  
MYT/995-1434

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

THROUGH: Ron Steiger, Chief Financial Officer

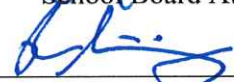
FROM: Melody Y. Thelwell, Chief Procurement Officer  
Procurement Management Services

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-14-043-VF	Inspection and Administrative Services for Elevator and Wheelchair Lifts	October 14, 2015	4- 1 year terms	\$120,000	1 year initial	3	\$119,981.42	\$120,000	10/14/2019 through 04/13/2020	Originating department has requested to utilize a contract extension for these services, while a new RFP will be released in October 2019 to be awarded in February 2020.

REVIEWED:  7/18/19  
School Board Attorney

RECOMMENDED:  7/17/19  
Ron Y. Steiger, Chief Financial Officer

APPROVED:   
Alberto M. Carvalho  
Superintendent of Schools

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SUPERINTENDENT'S OFFICE

19-CD-675-ALC

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## CONTRACT EXTENSION SUMMARY

Contract No.: RFP-14-043-VF

Contract Title: Inspection and Administrative Services for Elevator and Wheelchair Lifts

Board Meeting Date: October 14, 2015

Agenda Item: F-60

Purpose of Contract: The purpose of this contract is to obtain professional services of a certified agent or agency in the specific area of elevator and wheelchair lift inspection and certification. This service will also include periodic monitoring or quality control inspections of repairs performed by the elevator maintenance provider for The School Board of Miami-Dade County, Florida.

Initial Award Amount: \$120,000

Initial Contract Award Period and Extension: October 14, 2015 – October 13, 2016  
Twelve (12) months, with an option to extend for four (4) additional one (1) year periods.

Current Extension Amount: \$120,000

Current Extension Period: October 14, 2018 - October 13, 2019

Recommended Extension Award Amount: \$120,000

Recommended Extension Period: October 14, 2019 – April 13, 2020  
This is the fourth extension of the contract. The awardee has agreed to extend for an six (6) month period, by letter on file.

Vendors Recommended for Contract Extension: One (1)

Tower Elevator Corporation MBE

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 June 2019, indicated an increase of 0.1%. 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: Attempts were made to benchmark against the School Boards of Broward and Palm Beach counties; however, the terms and conditions are not similar, so benchmarking could not be performed.

Authorization to proceed with extension: ☒ Approved  
☐ Denied

Buyer:   
Miranda James, Director, Procurement Management

Date: 7/17/19

  
Melody Y. Thelwell, Chief Procurement Officer

Date: 7/17/19