

MEMORANDUM

October 29, 2021
M01177-MD
 MD/995-1434

RUSH

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

THROUGH: Ron Y. Steiger, Chief Financial Officer

FROM: Mario De Barros, 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 Contract Amount	Board Approved Term	# of Extensions Used	Total Contract Expenditures	New Total Contract Amount	New Contract Term	Reason For Contract Extension vs. Re-Bid
ITB-16-048-CV	Lawn Equipment, Power	November 15, 2017	3-1 year	\$1,000,000	2 Years	2	\$109,105.97	\$500,000	11/15/21 through 11/14/22	Inasmuch as the vendors have submitted an increase on equipment, the pricing will remain fixed. Rebidding may result in even higher prices.

SUPERINTENDENT'S OFFICE
 2021 OCT 30 PM 4:01

REVIEWED:  Digitally signed by Aill Graupera
Date: 2021.10.29 17:29:28 -04'00'
 School Board Attorney

RECOMMENDED: 
 Ron Y. Steiger, Chief Financial Officer

APPROVED: 
 Alberto M. Carvalho
 Superintendent of Schools

MD:ev

CONTRACT EXTENSION SUMMARY

Contract No.: **ITB-16-048-CV**

Contract Title: **Lawn Equipment, Power**

Board Meeting Date: **November 15, 2017**

Agenda Item: **E-141**

Purpose of Contract: The purpose of this Invitation To Bid (ITB) is to establish a contract, at firm fixed prices, for the purchase and delivery of lawn equipment.

Initial Award Amount: **\$1,000,000**

Initial Contract Award Period and Extension: November 15, 2017 through November 14, 2019
Two (2) years, with an option to extend for three (3) additional one (1) year periods.

Required Licenses and/or Certifications: Yes, see attached. No

Current Extension Amount: **\$500,000**

Current Extension Period: **November 15, 2021 – November 14, 2022**

Recommended Extension Award Amount: \$500,000

Recommended Extension Period: November 15, 2021 through November 14, 2022
This is the third and final extension of the contract. The awardees have agreed to extend for an additional one-year period, by letter, on file.

Vendors Recommended for Contract Extension: Two (2)

1. Allied Paper Company D.B.A Allied Paper & Company **SBE/MWBE**
2. Joe Blair Garden Supply

Additional certified firms available: Yes, see attached. No

OEO Verified Yes, see attached. No


Cost Savings: No

Justification: It is considered to be in the best interest of the District to extend this contract for an additional one year period, to benefit from fixed prices and continuity of service, inasmuch as the Consumer Price Index (CPI), as of July 2021, indicated an increase of


0.5%. 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: 
Elena Varona, Procurement Analyst

Date: 9/29/21


Mario De Barros, Chief Procurement Officer

Date: 9/29/2021