

MEMORANDUM

May 11, 2022
M1212-MD
 MD/995-1434

TO: Dr. Jose L. Dotres, Superintendent of Schools

THROUGH: Ron Y. Steiger, Chief Financial Officer


FROM: Mario De Barros, Chief Procurement Officer
 Procurement Management Services

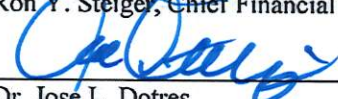
SUBJECT: SUPERINTENDENT'S EXTENSION OF CONTRACTS

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	New Contract Term	Reason For Contract Extension vs. Re-Bid
ITB-18-032-CM	Travel Agency Services	July 24, 2019 and November 4, 2019	2 - 1 year	N/A	3 years	0	July 24, 2022 - July 23, 2023 (One Year)	Originating department has requested to utilize the first contract extension

REVIEWED:  Digitally signed by Atili Graupera
 Date: 2022.06.29 11:32:30 -04'00'
 School Board Attorney

RECOMMENDED: 
 Ron Y. Steiger, Chief Financial Officer

APPROVED: 
 Dr. Jose L. Dotres
 Superintendent of Schools

MD:mc

CONTRACT EXTENSION SUMMARY

Contract No.: ITB-18-032-CM

Contract Title: Travel Agency Services

Board Meeting Date: July 24, 2019 and November 4, 2019 Agenda Item: E-146 and E-146

Purpose of Contract: The purpose of this Invitation to Bid (ITB) is to select qualified and experienced travel agency services for District staff and student travel events.

Initial Award Amount: N/A

Initial Contract Award Period and Extension: July 24, 2019 through July 23, 2022
Three (3) years, with an option to extend for two (2) additional one (1) year periods.

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

Current Extension Amount: N/A

Current Extension Period: N/A

Recommended Extension Award Amount: N/A

Recommended Extension Period: July 24, 2022-July 23, 2023. This is the first 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: Twenty six (26)

1. A Coast Tours, LLC
2. ACME Caribbean, LLC
3. Agencias de Viajes V.I.P./Ecuatours, Inc.
4. Blackhistorytours.com, Inc.
5. Brenda Steele L.L.C. dba Scholastic Journeys **SBE/MWBE, NON-MINORITY FEMALE**
6. Business Travel Advisors, Inc.
7. Close Up Foundation, Incorporated
8. Destination Services Unlimited, Inc.
9. Dumonde Group, Inc. dba Dumonde Travel
10. EF Institute for Cultural Exchange, Inc.
11. Feat Travel Inc. **SBE**
12. Flamingo Educational Tours of Florida, Inc. **MWBE, NON-MINORITY FEMALE**
13. Florida Safari Adventures, Inc. dba Build a Field Trip
14. Gerber Tours, Inc.
15. Grand Edventures, Inc. dba Grand College Tours **MBE**
16. Group Travel Network, Inc.
17. Hemisphere Travel, Inc.
18. Junior Bus Tours, Inc.

- 19. King's College Tours, Inc. dba King Tours and Transportation **SBE/MWBE, AFRICAN AMERICAN**
- 20. Lakeland Tours, LLC dba Worldstrides
- 21. Shoreside Connections, Inc.
- 22. Southwestern Travel, Inc.
- 23. Spectrum Tours, Inc.
- 24. Sunbird Cruise & Travel Corp. dba 360 School Trips **MBE/MWBE, AFRICAN AMERICAN**
- 25. Vagabond Tours, Inc. dba Educational Travel Adventures
- 26. V-Cole Enterprises, Inc. dba Super Holiday Tours

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 for All Urban Consumers (CPI-U), as of March 2022, indicated an increase of 1.2%. Staff has indicated satisfactory performance from the vendors 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: 
 Marta Cil Alvarado, Procurement Director

Date: 5/10/2022

By: 
 Mario De Barros, Chief Procurement Officer

Date: 5/10/2022