

**MEMORANDUM**

October 4, 2022  
**M1272-CM**  
 MD/995-1434

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


**THROUGH:** Ron Y. Steiger, Chief Financial Officer


**FROM:** Charisma Montfort, Interim Chief Procurement Officer *CM*  
 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
RFP-21-008-CM	Attendance and Enrollment Support Services	November 17, 2021	3 1-year	\$1,100,000 per year	1 year	0	\$433,664.05	\$1,100,000	November 18, 2022 through November 17, 2023 (One Year)	Originating department has requested to utilize the first contract extension.

REVIEWED:  Digitally signed by Aili Graupera  
 Date: 2022.11.04 09:04:13 -04'00'  
 School Board Attorney

RECOMMENDED:   
 Ron Y. Steiger, Chief Financial Officer

APPROVED:   
 Dr. Jose L. Dotres  
 Superintendent of Schools

CM:vf

**CONTRACT EXTENSION SUMMARY**

Contract No.: RFP-21-008-CM

Contract Title: Attendance and Enrollment Support Services

Board Meeting Date: November 17, 2021

Agenda Item: E-143

Purpose of Contract: The purpose of this Request for Proposals (RFP) is to establish a pre-approved list of agencies for attendance intervention referrals and follow up for wraparound support services to students and their families.

Initial Award Amount: \$1,100,000 per year

Initial Contract Award Period and Extension: November 18, 2021 - November 17, 2022  
One (1) year, 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: N/A

Current Extension Period: N/A

Recommended Extension Award Amount: \$1,100,000

Recommended Extension Period: November 18, 2022 - November 17, 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: Three (3)

1. Family & Children Faith Coalition, Inc. dba Hope for Miami
2. Overtown Youth Center, Inc.
3. The Children's Village, Inc. dba The Resource Room

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 August 2022, indicated a 0.1% increase. Staff has indicated satisfactory performance from the vendor(s) 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:   
\_\_\_\_\_  
Vanessa Flores, Procurement Director

Date: 09/27/2022

By:   
\_\_\_\_\_  
Charisma Montfort, Interim Chief Procurement Officer

Date: 11/1/2022