

**MEMORANDUM**

November 10, 2022  
**M1277-CM**  
 CM/995-2364

**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-17-026-CH	Professional Development Services for Non-Public Schools	January 16, 2019  October 19, 2022 (Supplement)	2 1-year	\$2,249,133	3 years	1	\$539,221.89	\$1,036,714	January 16, 2023 – January 15, 2024 (One Year)	Originating department has requested to utilize the second and final contract extension.

REVIEWED:  Digitally signed by Ailil Graupera  
 Date: 2022.11.18 14:05:10 -0500  
 School Board Attorney

RECOMMENDED:   
 Ron Y. Steiger, Chief Financial Officer

APPROVED:   
 Dr. Jose L. Dotres  
 Superintendent of Schools

CM:vf



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 September 2022, 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.

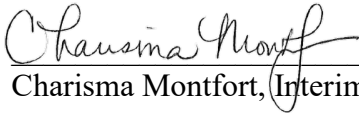
Benchmark: N/A

Authorization to proceed with extension:  Approved  
 Denied



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Vanessa Flores, Procurement Director

Date: 10/21/2022



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Charisma Montfort, Interim Chief Procurement Officer

Date: 11/18/2022