

MEMORANDUM

September 22, 2023
M1412-CM
 CM/995-2364

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

THROUGH: Ron Y. Steiger, Chief Financial Officer


FROM: Charisma Montfort, Chief Procurement Officer *CM*
 Procurement Management Services

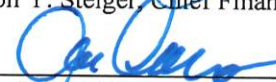
SUBJECT: SUPERINTENDENT’S EXTENSION OF CONTRACTS

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
ITB-19-006-MV	Tree, Palm and Shrub Pruning/ Removal	November 18, 2020 October 19, 2022 (Supplemental)	3 1-year	\$1,000,000 original award amount Supplemental \$2,530,000 FY 2022-23 and \$1,250,000 for FY 2023 and beyond	2 years	1	\$431,645.00	\$1,250,000	November 18, 2023 through November 17, 2024 (One Year)	Originating department has requested to utilize the second contract extension.

REVIEWED:  Aili Graupera
Office of General Counsel
2023.10.16 16:30:29 -04'00'
 School Board Attorney

RECOMMENDED: 
 Ron Y. Steiger, Chief Financial Officer

APPROVED: 
 Dr. Jose L. Dotres
 Superintendent of Schools

CM:ta

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 July 2023, indicated an increase of 0.2%. 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: Tosha Alice
Tosha Alice, Procurement Analyst

Date: 08/24/2023

By: Charisma Montfort
Charisma Montfort, Chief Procurement Officer

Date: 9/22/2023