

MEMORANDUM

October 10, 2023
M1443-CM
 CM/995-1434

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
RFP-20-005-CM	Million Dollar Community Literacy Challenge – Adult Literacy Services, Part 2	January 13, 2021	3 1-year	N/A	1 year	2	\$48,000	N/A	January 14, 2024 – June 30, 2024 (approximately 6 months)	Originating department has requested to utilize the third contract extension.

REVIEWED: John Philip Safelice 11/17/23
 School Board Attorney

RECOMMENDED: Ron Y. Steiger
 Ron Y. Steiger, Chief Financial Officer

APPROVED: Dr. Jose L. Dotres
 Dr. Jose L. Dotres
 Superintendent of Schools

CM:vf

CONTRACT EXTENSION SUMMARY

Contract No.: RFP-20-005-CM

Contract Title: Million Dollar Community Literacy Challenge - Adult Literacy Services, Part 2

Board Meeting Date: January 13, 2021 Agenda Item: E-148

Purpose of Contract: The purpose of this Request for Proposals (RFP) is to determine qualified and experienced Community and Faith-Based Organizations capable of providing adult educational programs in conjunction with grant requirements. This RFP was released as a part 2 of the awarded E-141 item dated July 15, 2020 to increase the vendor pool for District coverage ensuring all areas are covered.

Initial Award Amount: N/A

Initial Contract Award Period and Extension: January 14, 2021 – January 13, 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: January 14, 2023 – January 13, 2024

Recommended Extension Award Amount: N/A

Recommended Extension Period: January 14, 2024 – June 30, 2024
This is the third extension of the contract. The awardee has agreed to extend through June 30, 2024 (approximately six (6) months), by letter on file.

Vendors Recommended for Contract Extension: One (1)

1. Pierre Toussaint Leadership and Learning Center, Inc.

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 through June 30, 2024 (approximately six (6) months), to benefit from fixed prices and continuity of service, inasmuch as the Consumer Price Index (CPI), as of August 2023, indicated an increase of 0.6%. 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.

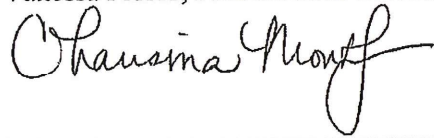
Benchmark: N/A

Authorization to proceed with extension: Approved
 Denied



Vanessa Flores, Procurement Director

Date: 9/26/2023



Charisma Montfort, Chief Procurement Officer

Date: 10/10/2023